



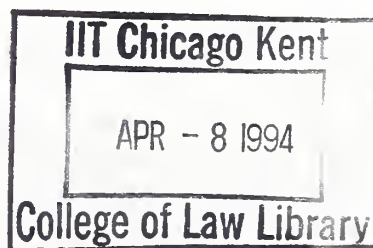
1994

Illinois Register

Rules of Governmental Agencies

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NOTICE OF MOVE OF OFFICES

Please note that, effective January 25, 1994, the Administrative Code Division of the Secretary of State's Index Department has moved to the Index Department Building at 111 East Monroe Street, Springfield, Illinois, 62756. (Telephone 217-782-7017)

DEPARTMENT ON AGING

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Community Care Program
- 2) Code Citation: 89 Ill. Adm. Code 240
- 3) Section Number: Proposed Action:
240.430 Amendment
- 4) Statutory Authority: 20 ILCS 105/4.01 (4), (9), (11)
and (12); 105/4.02; 105/4.03;
and 105/5.02.

5) A Complete Description of the Subjects and Issues Involved:

This rulefiling is in response to the Whiteside v. Lindley, 92-CH-140, Consent Decree entered on March 9, 1994, in the Twentieth Judicial Circuit, in St. Clair County, Illinois. Plaintiffs challenged the Department's appeal process alleging that certain appeal policies and procedures violated a client's due process rights under the fourteenth amendment and State and Federal regulations when their Community Care Program services were either reduced or terminated.

In order to fulfill the agreement reached between the plaintiffs and the Department, the Department has amended the appeal process to provide that an appeal will automatically proceed to hearing after the informal review.

- 6) Will this proposed rule replace an emergency rule currently in effect? Yes
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Does this proposed amendment contain incorporations by reference? No
- 9) Are there any proposed amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives: N/A
- 11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking:

Interested persons may present their comments concerning this rulemaking by writing to Ms. Pamela W. Balmer, Assistant,

DEPARTMENT ON AGING

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Office of General Counsel, Illinois Department on Aging, 421 East Capitol Avenue #100, Springfield, Illinois 62701-1789 within 45 days after the date of this issue of the Illinois Register.

This rule amendment will not have an impact on small businesses as it deals with the Department's appeal review activities.

12) Initial Regulatory Flexibility Analysis:

- A) Types of small businesses affected: N/A
- B) Reporting, bookkeeping or other procedures required for compliance:
No change from previously established requirements.
- D) Types of professional skills necessary for compliance:
No change from previously established requirements.

The full text of the proposed amendment is identical to the text of the emergency amendment which appears in this issue of the Illinois Register on page _____.

DEPARTMENT OF ALCOHOLISM AND SUBSTANCE ABUSE

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of Part: Subacute Alcoholism and Substance Abuse
Treatment Services
- 2) Code Citation: 77 Ill. Adm. Code 2090
- 3) Section Numbers: Proposed Action:
2090.20 Amended
2090.35 New Section
2090.40 Amended
2090.70 Amended
2090.100 Amended
2090.110 Amended

- 4) Statutory Authority: Section 5-10(a)(4)(H) of Public Act 88-80, 1993 (formerly 20 ILCS 304/4-101)

- 5) A Complete Description of the Subjects and Issues Involved:
The rule is being amended to assure the most cost effective use of government dollars for reimbursing subacute substance abuse treatment services for eligible clients and to assure that core substance abuse services reimbursable by the State continue to be available to the greatest number of persons in need of the services.

It places reasonable benefit parameters on reimbursable services. Parameters may be exceeded upon showing clinical necessity. The parameters are as follows: (1) adult outpatient service -- five client hours per week and 30 client hours per year; (2) intensive outpatient services -- 75 client hours per year, six to twenty client hours of service per week; (3) adult residential rehabilitation services -- 25 days per year; (4) adolescent residential rehabilitation services -- 60 days per year; (5) adolescent outpatient services -- 60 client hours per year; (6) detoxification services -- three days per episode; and (7) outpatient and intensive outpatient services delivered in a group setting shall consist of no more than twelve clients. These parameters and increased monitoring are expected to decrease annual aggregate expenditures by an estimated 4.5 million dollars.

The proposed amendment also adds reimbursement for case management services for the dually diagnosed. Additionally it clarifies physician review requirements, 16-bed certification criteria, and audit and enforcement responsibility.

DEPARTMENT OF ALCOHOLISM AND SUBSTANCE ABUSE

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DEPARTMENT OF ALCOHOLISM AND SUBSTANCE ABUSE

NOTICE OF PROPOSED AMENDMENTS

TITLE 77: PUBLIC HEALTH
CHAPTER X: DEPARTMENT OF ALCOHOLISM AND SUBSTANCE ABUSE
SUBCHAPTER 9: MEDICAID PROGRAM STANDARDS

PART 2090
SUBACUTE ALCOHOLISM AND SUBSTANCE ABUSE TREATMENT SERVICES

Section	Purpose
2090.10	Definitions
2090.20	Medicaid Enrollment/Licensure
2090.30	General Requirements
2090.35	Treatment- Reimbursable Services
2090.40	Utilization Review
2090.50	Recordkeeping
2090.60	Rate Setting
2090.70	Rate Appeals
2090.80	Application and Certification Process
2090.90	Recertification and Inspection
2090.100	Sanctions for Non-compliance
2090.110	

AUTHORITY: Implementing and authorized by Section 4-101 of the Alcoholism and Other Drug Dependency Act (Ill. Rev. Stat. 1989, ch. 1111/2, par. 6354-1).

SOURCE: Adopted at 11 Ill. Reg. 2236, effective January 14, 1987; emergency amendments at 12 Ill. Reg. 11273, effective June 30, 1988, for a maximum of 150 days; amended at 12 Ill. Reg. 20061, effective November 26, 1988; emergency amendment at 15 Ill. Reg. 10222, effective June 25, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 16662, effective November 1, 1991; amended at 18 Ill. Reg. _____, effective _____.

Section 2090.20 Definitions

The following definitions shall apply to this Part:

"Clinical Supervision": The review of treatment cases and the use of other supervisory techniques for the purposes of assuring that a client's clinical needs are met.

"Department": the Illinois Department of Alcoholism and Substance Abuse.

"Follow-up": Routine scheduled or unscheduled provider

DEPARTMENT OF ALCOHOLISM AND SUBSTANCE ABUSE

NOTICE OF PROPOSED AMENDMENTS

contact with a former client that occurs after the client has been discharged, has been previously specified in the client's treatment and discharge plan, and occurs for a period of time and at least at specified intervals. Follow-up is for the purpose of offering the individual continuing assistance as necessary to maintain and improve upon the clinical goals achieved during treatment.

"Individualized Treatment Plan": The written plan which identifies the care and treatment to be provided to the client based upon documented assessment of his/her individual problems and needs as well as strengths and resources.

"Physician": A person who is licensed to practice medicine in all its branches under the Medical Practice Act of 1987 (Ill. Rev. Stat. 1991, ch. 111, par. 4400-1 et seq.).

"Provider": Any public or private agency, organization, or institution, or unit of state or local government or other legal entity licensed to deliver alcoholism or other drug abuse services according to the requirements specified in Section 2090.30 and enrolled to provide treatment services under the Illinois Medical Assistance program.

"Psychiatrist": A person licensed to practice medicine in all its branches under the Medical Practice Act of 1987 (Ill. Rev. Stat. 1991, ch. 111, par. 4400-1 et seq.) and who meets the requirements of Section 1-121 of the Mental Health and Developmental Disabilities Code (Ill. Rev. Stat. 1991, ch. 91 1/2, par. 1-121).

"Qualified Alcoholism and Other Drug Treatment Professional": A person who has a minimum of 2000 hours of paid formal work experience in the field of alcoholism/substance and/or other drug abuse under clinical supervision including at least 1500 documented hours of direct client service and at least 40 clock hours of formal training in the field of alcoholism/substance and or other drug abuse. The supervised and documented direct client service hours shall include the following alcoholism/substance and/or other drug abuse client services and treatment

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activities: screening; assessment and evaluation; treatment planning; intervention; referral activities; client education; case management and consultation; clinical recordkeeping; and recovery support. Direct treatment activities shall include clinically supervised experience working with individuals, groups, and families. A qualified alcoholism and other drug treatment professional may also be a physician licensed to practice medicine in all its branches pursuant

to the Medical Practice Act of 1987; a person registered as a psychologist pursuant to the Clinical Psychology Practice Act (Ill. Rev. Stat. 1991, ch. 111, par. 5351); a person licensed as a social worker or licensed clinical social worker pursuant to the Clinical Social Work and Social Worker Practice Act (Ill. Rev. Stat. 1991, ch. 111, par. 6351); or a person holding a masters or higher level degree in counseling; or a person certified by the Illinois Alcoholism and Other Drug Abuse Professional Certification Association (IAODAPCA) as a "counselor," "reciprocal," "supervisor" or "master" in accordance with Certified Alcohol and Other Drug Abuse Counselor Classifications Eligibility Standards for Certification, January 7, 1992 (available from IAODAPCA at 1305 Wabash Avenue, Suite L, Springfield, Illinois). In a detoxification service, a qualified treatment professional may also be a person licensed as a registered nurse pursuant to Section 3(k) of the Illinois Nursing Act of 1987 (Ill. Rev. Stat. 1991, ch. 111, par. 3503(k)); a licensed practical nurse pursuant to Section 3(i) of the Illinois Nursing Act of 1987 (Ill. Rev. Stat. 1989 ch. 111 1/2, par. 3503(i)); or a person certified as an emergency medical technician pursuant to Section 4.12 of the Emergency Medical Services (EMS) Systems Act (Ill. Rev. Stat. 1991 ch. 111 1/2, par. 5504.12); who (except for the registered nurse) has completed at least 40 clock hours of formal training in the field of alcoholism or other drug abuse. In the case of a licensee under the Hospital Licensing Requirements rules, a person determined to be appropriate to deliver the clinical services provided, pursuant to by-laws, rules and regulations approved by the hospital Governing Board under 77 Ill. Adm. Code 250: Subpart C regarding "medical staff" and Section 250.2850 regarding "medical and professional staff."

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"Qualified Alcoholism and Other Drug Treatment Supervisor": A person who in addition to meeting the requirements for a qualified alcoholism and other drug treatment professional, has at least an additional 4,000 hours paid work experience in the field of alcoholism/substance and/or other drug abuse and has at least 10 clock hours in formal training in the philosophy and techniques of supervision.

"Recommended by a Physician": The physician formulation of, approval of, or involvement in each client's treatment plan within 14 (calendar) days from the date of initial services. The physician shall establish or approve a diagnosis which, to be reimbursed as a Medicaid service under this Section, must be a diagnosis of alcoholism and/or other drug abuse. Evidence of the physician's supervision must be documented by the physician's signed and dated approval of the treatment plan or signed and dated notation indicating concurrence with the plan of treatment in the client's record. The physician must provide a handwritten signature. The provider shall not use a signature stamp. ~~This must occur whenever there is a significant change in the treatment plan (i.e. a change in service category, problem identification, or focus of treatment), or at least once within every 90 days, whichever comes first.~~

"Subacute": The level of care necessary to effectively treat an alcohol and/or other drug abuser's dependency on a chemical, without

the more intensive measures designed to treat primary medical conditions in an acute care setting (e.g. inpatient hospitalization). Subacute care may be delivered in a facility licensed under the rules for Licensure of Alcoholism and Substance Abuse Treatment, Intervention and Research Programs (77 Ill. Adm. Code

2058) or in a hospital, either of which is certified according to Section 2090.90 for purposes of Medicaid reimbursed alcoholism and/or other drug abuse services.

"Treatment Protocol": Written policies and procedures which describe the client services delivered by the provider. These policies and procedures must be approved and signed by a physician.

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"Under age 21" means one who is admitted to treatment services prior to his/her 21st birthday up until he/she no longer requires services or reaches the age of 22, whichever comes first.

"Under the direction of a physician" means treatment services done under the direct supervision of a physician who is on staff and continuously directing the provision of care.

(Source: Amended at 18 Ill. Reg. _____, effective _____.)

Section 2090.35 General Requirements

a) A physician must review and approve the eligible client's diagnosis and treatment plan within fourteen days of initial service. Medical involvement and treatment plan development and review shall be consistent with 77 Ill. Adm. Code 2058 Sections 2058.321, 2058.333 and 2058.336. A Qualified Treatment Professional shall develop and review treatment plans according to the following review times:

1. upon admission, transfer, and discharge;
2. upon a change in the level of client functioning such as, but not limited to, when treatment plan objectives are met or new problems or needs are identified;
3. at times specified for review in the individualized treatment plan;
4. at the end of the estimated length of treatment and thereafter on the revised estimate of additional length of treatment; or
5. every ninety days, whichever comes first.

b) The provider shall submit Medicaid claims on a timely basis. Claims shall be submitted as soon after the service date as is reasonable unless there is good cause for later submission. This rule, however, shall not exclude reimbursement if claims are submitted within the timelines set forth by the Medicaid State plan and Federal Medicaid regulations.

(Source: Amended at 18 Ill. Reg. _____, effective _____.)

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Section 2090.40 Treatment Reimbursable Services

a) Outpatient Services

- 1) The provision of face-to-face diagnostic and individual, group, or family treatment on a scheduled or unscheduled basis to an individual who in the clinical judgment of a qualified alcoholism and other drug treatment professional is experiencing a problem with alcohol or other drugs (e.g. family, social, financial, employment, educational, and/or legal). Services are delivered in a Medicaid enrolled nonresidential subacute setting. However, outpatient services may be provided in a recipient's place of residence or other off-site location when required because of illness, disability, infirmity, or problems of accessing care at the certified site, as documented in the recipient's individualized treatment plan. This service is designed to reduce or eliminate an individual's intake of alcohol and/or other drugs.

2) Scope

Outpatient treatment services must be delivered in accordance with an individualized treatment plan recommended by a physician. Services shall include, but are not limited to assessment, diagnosis and subsequent individual, group, or family counseling, case coordination, aftercare, and follow-up.

3) Admission Criteria

To be admitted for outpatient treatment, an individual must be experiencing problems as a result of using alcohol or other drugs and, in the clinical judgment of a qualified treatment professional, must not be actively experiencing psychotic manifestations, or other severe mental or physical illness, which require immediate acute medical or psychiatric care. In addition, the individual must not be intoxicated, incapacitated, due to the effects of alcohol or other substances,

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or in withdrawal. An individual's physical and emotional conditional must allow them to function in their usual non-residential setting.

4) Staffing Qualifications

- A) Outpatient services must be delivered by qualified alcoholism and other drug treatment professionals.
- B) Each qualified alcoholism and other drug treatment professional providing treatment services must receive a minimum of four hours per month of direct clinical supervision delivered in no less than two sessions, by a qualified alcoholism and other drug treatment supervisor.

5) Reimbursement

Outpatient treatment services delivered to Aid to the Aged, Blind, and Disabled (AABD), Aid to Families with Dependent Children (AFDC), Medical Assistance, No Grant (MANG), Refugee Repatriate Program (RRP) recipients, Title XIX eligible Department of Children and Family Services (DCFS) wards, and persons under the age of eighteen who would qualify for AFDC but do not qualify as dependent children pursuant to 89 Ill. Adm. Code 140.7, are Medicaid-reimbursable via the prospective rates in effect as of the date of service (89 Ill. Adm. Code 148.370). Medicaid claims are submitted to the Department and shall meet the requirements of IDPA rules pursuant to 89 Ill. Adm. Code 148.340 through 148.370 for alcoholism and substance abuse treatment providers. The billable outpatient unit of service is a client hour defined as face-to-face counseling with a diagnosed client in an individual, group, or family setting. Reimbursement shall occur by a fee-for-service mechanism, using one client hour as the base unit of service, billable to the nearest quarter-hour. No more than five client hours shall be reimbursed per week for a client and no more than two client hours shall be reimbursed for any client during a 24-hour period, except that the maximum number of

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two hours may be extended by the provider to three during a 24 hour period on an individual basis when circumstances exist which limit accessibility to treatment services. These circumstances, such as significant travel distances, must be documented in the individualized treatment plan. In instances where the provider has extended the client hours beyond two per 24 hour period, no more than two of those client hours may be reimbursed for group treatment. No more than 30 hours shall be reimbursed for an eligible adult client annually, and no more than 60 hours annually for an eligible adolescent client.

b) Intensive Outpatient Treatment

1) Definition

The provision of diagnostic services and individual or group treatment on a scheduled-only outpatient basis in a Medicaid enrolled subacute setting. This service is designed to reduce or eliminate, through a controlled milieu, an individual's intake of alcohol and/or other substances.

2) Scope

Intensive outpatient treatment services must be delivered in accordance with an individualized treatment plan recommended by a physician. Services shall include, but are not limited to assessment, evaluation, diagnosis, and subsequent individualized, group, or family counseling, education, case coordination, aftercare and follow-up. Intensive outpatient treatment is a structured program offered a minimum of ~~four~~ two days or evenings per week (not exceeding 4 hours per day) and a minimum of 15 hours with a range of at least 6 hours to a maximum of 20 hours of treatment activities by professional staff per client per week, ~~or in the case of adolescent intensive outpatient treatment, a minimum of 3 days or evenings per week and 9 hours of treatment activities per client per week.~~

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3) Admission Criteria

Individuals admitted to intensive outpatient treatment must, in the clinical judgment of a qualified alcoholism and other drug treatment professional, be experiencing problems related to their addictive or abusive use of alcohol and/or other drugs which requires a level of care exceeding that available in outpatient treatment. Individuals experiencing active psychotic manifestations, or other severe mental or physical illness which requires immediate acute medical or psychiatric care, should not be admitted to intensive outpatient treatment. In addition, the individual shall not be intoxicated, incapacitated due to the effects of alcohol or other drugs, or in withdrawal.

4) Staffing Qualifications

At least one qualified alcoholism and other drug treatment professional must deliver at least 50% of direct client treatment services during each treatment session. Additional services may be delivered by specialty staff, for example, vocational counselors or activity therapists.

c) Residential Rehabilitation

5) Intensive outpatient treatment services provided to AABD, AFDC, MANG, and RRP recipients, Title XIX eligible DCFS wards, and persons under the age of eighteen who would qualify for AFDC but do not qualify as dependent children pursuant to 89 Ill. Adm. Code 140.7, are Medicaid reimbursable via the prospective rates in effect as of the date of service (89 Ill. Adm. Code 148.370). Medicaid claims are submitted to the Department, and shall meet the requirements of IDPA rules pursuant to 89 Ill. Adm. Code 148.340 through 148.370 for alcoholism and substance abuse treatment providers. Reimbursement shall occur by a fee-for-service mechanism, using one client session of a minimum of three hours as the base unit of service. No more

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than one client session shall be reimbursed per 24 hour period. Services for clients enrolled in intensive outpatient treatment shall not be reimbursed under the provisions for outpatient services. No more than 75 hours shall be reimbursed for an eligible client annually.

1) Definition

The provision of diagnostic services and individual or group treatment on a scheduled-only residential basis in a Medicaid enrolled hospital subacute setting; or to individuals under age 21 in a psychiatric facility or an inpatient program in a psychiatric facility, either of which is accredited by the Joint Commission on Accreditation of Health Care Organizations (JCAHO), 875 North Michigan Avenue, Chicago, Illinois. This service is designed to reduce or eliminate, through a controlled milieu, an individual's intake of alcohol and/or other drugs.

2) Scope

Residential rehabilitation must be delivered in accordance with an individualized treatment plan recommended by a physician if in a hospital setting, and under the direction of a physician if in a psychiatric facility. Services must include, but are not limited to assessment, evaluation, diagnosis, and subsequent individual, group, or family counseling, education, case coordination, aftercare and follow-up. Residential rehabilitation is a structured residential program offered seven days per week and includes a minimum of 25 hours of treatment activities per client per week.

3) Admission Criteria

Individuals admitted to residential rehabilitation must, in the clinical judgment of a qualified alcoholism and other drug treatment professional, be experiencing problems related to their addictive or abusive use of alcohol and other drugs which requires a level of care exceeding that available in outpatient and intensive outpatient treatment.

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Individuals experiencing active psychotic manifestations, or other severe mental or physical illness which requires immediate acute medical or psychiatric care, should not be admitted to residential rehabilitation. In addition, the individual shall not be intoxicated, incapacitated due to the effects of alcohol or other drugs, or in withdrawal.

4) Staffing Qualification

At least one qualified alcoholism and other drug treatment professional must deliver at least 50% of direct client treatment services during each treatment session. Additional services may be delivered by specialty staff, for example, vocational counselors or activity therapists.

5) Reimbursement

Residential rehabilitation services provided to AABD, AFDC, MANG, and RRP recipients, Title XIX eligible DCFs wards, and persons under the age of eighteen who would qualify for AFDC but do not qualify as dependent children pursuant to 89 Ill. Adm. Code 140.7, are Medicaid reimbursable via the prospective rates in effect as of the date of service (89 Ill. Adm. Code 148.370). Medicaid claims are submitted to the Department and shall meet the requirements of IDPA rules pursuant to 89 Ill. Adm. Code 148.340 through 148.370 for alcoholism and substance abuse treatment providers. Reimbursement shall occur on a per diem basis. No more than 25 days shall be reimbursed annually for residential rehabilitation services for an eligible adult client, and no more than 60 days of adolescent residential rehabilitation services annually per client. Services for clients enrolled in a residential rehabilitation program with over 16 beds shall not be reimbursed under the provisions for outpatients, intensive outpatient or detoxification services.

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d) Detoxification

- 1) The provision of immediate physiological stabilization and diagnostic and short term treatment on a non-scheduled basis to an individual who is intoxicated or experiencing withdrawal from the ingestion of alcohol and/or other drugs, and whose physical and emotional condition does not require the intensity of an acute care setting, but does require intensive monitoring and observation. Detoxification is care provided in a Medicaid enrolled hospital subacute setting; or to individuals under age 21 by a Medicaid enrolled psychiatric facility or an inpatient program in a psychiatric facility, either of which is accredited by JCAHO, to an individual whose physical and emotional condition requires ongoing monitoring and observation, as well as more intensive assessment and treatment counseling, and is intended to lead to further treatment as necessary. This service is provided in a highly controlled and supportive residential subacute environment.

2) Scope

Detoxification services shall be provided in accordance with a treatment protocol approved and signed by a physician if in a hospital, and under the direction of a physician if in a psychiatric facility. Services shall include but are not limited to assessment, evaluation, diagnosis, determination of need for more specialized medical care, rest under close observation, individual counseling, case coordination and subsequent referral, room and board, meals, and supervision by staff.

3) Admission Criteria

To be admitted for detoxification, an individual must be intoxicated or incapacitated by alcohol and/or other drugs, and/or must be experiencing alcohol and/or drug withdrawal. However, an individual must not be comatose and must not be actively experiencing psychotic manifestations or

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other severe mental or physical illness which requires immediate acute medical or psychiatric care.

4) Staffing Qualifications

At least two staff members one of whom is a qualified alcoholism and other drug treatment professional, are to be on duty at all times.

5) Reimbursement

Detoxification services provided to AABD, AFDC, MANG, and RRP recipients, Title XIX eligible DCFS wards, and persons under the age of eighteen who would qualify for AFDC but do not qualify as dependent children pursuant to 89 Ill. Adm. Code 140.7 are Medicaid-reimbursable via prospective rates in effect as of the date of service (89 Ill. Adm. Code 148.370). Medicaid claims are submitted to the Department and shall meet the requirements of IDPA rules pursuant to 89 Ill. Adm. Code 148.340 through 148.370 for alcoholism and substance abuse treatment providers. Reimbursement for detoxification services shall occur on a per diem basis. However, admissions less than 12 hours in length shall be reimbursed at a per episode rate. No more than one client episode shall be reimbursed per 24 hour period. Episodes shall consist of no more than 3 days.

e) Day Treatment Services

1) Definition

The provision of treatment services as defined in subsection (c)(1) above, except that the services shall be provided by a program licensed pursuant to 77 Ill. Adm. Code 2058.372 through 376 and certified hereunder as having 16 beds or less. To be certified as having 16 beds or less a program must either be a free-standing program of 16 or fewer beds or within a larger facility, be a unit of 16 beds or less and must:

A) be separately certified and licensed;

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B) be physically separate from other certified and licensed programs (as, for example, be separated by floors, wings, or other building sections);

C) provide a level of care significantly different in clinical content from other certified and licensed programs (as, for example, adult versus adolescent care, women versus men, hearing impaired versus non-impaired, etc.);

D) have a separate cost center;

E) have separate staffing; and

F) have separate operating policies and procedures.

2) Scope

The scope of services is the same as set forth in subsection (c)(2) excluding room and board, meals, night supervision of dormitory areas and other domiciliary support services.

3) Admission Criteria

Admission criteria shall be the same as those set forth in subsection (c)(3) above.

4) Reimbursement

Day treatment services shall be reimbursed at an all-inclusive per diem rate as set forth in Section 2090.70(c)(5), available upon certification of the facility and approval of the Illinois Public Aid State Plan provisions for day treatment by the Health Care Financing Authority (HCFA). No more than 25 days shall be reimbursed annually for day treatment services for an eligible adult client, and no more than 60 days of adolescent day treatment services annually for a client.

f) Day Detoxification Services

1) Definition

The provision of detoxification services as defined in subsection(d)(1) above, except that the services

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shall be provided by a program licensed pursuant to 77 Ill. Adm. Code 2058.380 through 384 and certified hereunder as having 16 beds or less.

2) Scope

The scope of services are the same as those set forth in subsection(d)(2) excluding room and board, meals, night supervision of dormitory areas and other domiciliary support services.

3) Admission Criteria

Admission criteria shall be the same as those set forth in subsection(d)(3) above.

4) Staffing Qualifications

Staffing qualifications shall be the same as set forth in subsection (d)(4) above.

5) Reimbursement

Day detoxification services shall be reimbursed at an all-inclusive per diem rate as set forth in Section 2090.70 (c)(6), available upon certification of the facility and approval of the Illinois Public Aid State Plan provisions for day treatment by the Health Care Financing Authority (HCFA). Episodes shall consist of no more than 3 days.

g) Ancillary Psychiatric Diagnostic Services

1) Ancillary psychiatric diagnostic services are limited to psychiatric evaluations to determine whether the individual's primary condition is attributable to the effects of alcohol or drugs or to a diagnosed psychiatric or psychological disorder. Such an evaluation shall determine the individual's primary condition and recommend appropriate treatment services.

2) Psychiatric evaluations reimbursable through Medicaid are limited to a psychiatric evaluation/examination of a client and the exchange

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of information with the primary physician and other informants such as nurses, counseling staff, or family members and the preparation of a report including psychiatric history, mental status, and diagnosis. This service shall be performed by a psychiatrist.

3) Psychiatric evaluations may be delivered to individuals admitted to outpatient, residential rehabilitation, intensive outpatient, or detoxification services where the need for such services is documented in the client's individualized treatment plan. Documentation of all such services shall be maintained in the client record.

4) Ancillary diagnostic services delivered to AABD, AFDC, MANG, and RRP recipients, Title XIX eligible DCS wards, and persons under the age of eighteen who would qualify for AFDC but do not qualify as dependent children pursuant to 89 Ill. Adm. Code 140.7, are Medicaid-reimbursable on a per-encounter basis at the prevailing rate as established by IDPA pursuant to 89 Ill. Adm. Code 140.400.

h) Ancillary Methadone Services

Ancillary Methadone Services reimbursable through Medicaid are limited to: initial and ongoing face-to-face medical examinations which are medically necessary; methadone delivery and monitoring; and collection, processing and related toxicology testing of client urine specimens. In order to be reimbursable these services must be delivered to Medicaid recipients who are served in an enrolled Methadone Treatment program. Reimbursement is available from the effective date of approval by HCFA of the Illinois Public Aid State Plan provisions regarding ancillary methadone services. Such services must be rendered in accordance with the standards established in 21 CFR 291.505 (1991) and 77 Ill. Adm. Code 2058.

1) Physician services must be performed by a physician who holds a current and unencumbered license to

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practice medicine in Illinois, who is enrolled in good standing in the Illinois Medicaid program and is an individual practitioner employed by or under contract with the participating methadone program.

A) The Initial Comprehensive Medical Examination must be done in accordance with the standards set forth in 77 Ill. Adm. Code 2058.330 and 21 CFR 291.505 (1991, no subsequent dates or editions), and must include at least the "minimum contents of a medical evaluation" as set forth in 21 CFR 291.505(d)(3) (1991, no subsequent dates or editions), such as, but not limited to: medical/narcotic use and/or abuse history, evidence of current physiologic dependence, a physical examination, determination of vital signs, required laboratory tests, examination of appearance and overall impression. Findings must be recorded in the patient's record in accordance with the standards set forth in 77 Ill. Adm. Code 2058.333, and the physician shall participate in individualized treatment planning.

B) The Ongoing Medical Examination includes face-to-face, medically necessary physician examinations including, but not limited to the following: required medical supervision of the patient's methadone medication regimen; required follow-up of any physical or mental problem identified during the admission physical or arising subsequently; required reevaluation and modification of the individualized patient treatment plan, prescribing of medication and monitoring of significant changes in treatment planning; and must be documented by physician signature as involving face to face contact with the client. Medical necessity shall be determined by the physician based on medical diagnosis.

C) Reimbursement for physician services shall be made on a per encounter basis, using the rates established by IDPA for such services.

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Initial comprehensive examination reimbursement is limited to once a lifetime per recipient, per provider. Ongoing examinations are limited to those which are medically necessary.

2) Delivery of Methadone includes the prescribed dispensing and required reporting, by qualified medical staff, of an observed or take home dosage or dosages of methadone to an individual Medicaid recipient client, in accordance with 77 Ill. Adm. Code 2058.324 and 2058.369. Reimbursement shall be made per encounter using a rate based on dosage cost plus a standard delivery fee agreed to between the Department and IDPA.

3) Toxicology testing includes the collection, packaging, preparing and processing of urine specimens and testing in accordance with 77 Ill. Adm. Code 2058.366, 21 CFR 291.505(d)(2) (1991, no subsequent dates or editions), and other pertinent state and federal laws. To be reimbursable, toxicology testing must be done either by a laboratory that is licensed by the Illinois Department of Public Health, pursuant to the Clinical Laboratory Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 621-101 et seq.) and the Clinical Laboratory Code, 77 Ill. Adm. Code 450, and if applicable 77 Ill. Adm. Code 2058.3667 certified by the National Institute on Drug Abuse (NIDA); and/or be done by an approved drug testing machine at a facility certified pursuant to 77 Ill. Adm. Code 450 or exempt from such certification; either of which is testing done by or under contract with the certified methadone program. Reimbursement shall be determined by a cost based rate methodology, such rate to be calculated by the Department and approved by IDPA.

i) Case Management Services for the Dually Diagnosed

1) Case management services may be reimbursed for a Medicaid eligible individual receiving substance abuse services from a mentally ill Substance Abuse (MISA) Specialized Case Management Provider, if the individual

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requires assistance in gaining access to substance abuse services and to social, educational, vocational, recreational, housing, public income entitlements, and other community services to assist the client in functioning in the community, provided that the case management service has not been and will not be billed or reimbursed as a mental health case management service under 59 Ill. Adm. Code 132.165.

- 2) A provider may be certified for provision of case management services herein if it is designated a Specialized Case Management site by agreement between the Department and the Illinois Department of Mental Health and Developmental Disabilities, as memorialized by contract between the Departments.

- 3) Case management activities under this section shall include:

- A) Linkage with a continuum of substance abuse and mental health services;
- B) Linkage with basic resources, which may include: applying for financial, medical and other public entitlements locating housing; obtaining medical and dental care; obtaining other social, educational, vocational, and recreational services.
- C) Client-specific advocacy and assistance with problem solving/resolution to assist the client in building community support and family support systems;
- D) 24-hour crisis response availability; and
- E) Interagency service coordination.

- 4) Case management services shall be provided following an assessment and development of a dually diagnosed individualized case management plan. Services shall be delivered consistent with the client's case management plan (except that immediate assistance may be provided to obtain food, shelter and clothing without prior authorization, if needed). Services shall be on a face-to-face or personal contact basis with the client, his or her family, or other persons (such as employees of the public aid offices,

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restaurants, or neighborhood centers, at the client's request or agreement or based on the case management plan, primarily in the client's own home or other appropriate community locations.

- 5) Service eligibility criteria shall include determination that:

- A) The client is currently receiving (or needs) at least substance abuse and mental health services and one or more of the following: medical, social, educational, rehabilitative, housing, or other service or;
- B) The client is to be discharged from an inpatient psychiatric facility and may require linkage with a provider for continuing substance abuse and mental health services and community/family support, and may be in need of immediate assistance in securing appropriate housing and income entitlements in order to function independently in the community.

- 6) Service termination criteria shall include:

- A) Determination that the client's level of role functioning has improved and has been maintained consistent with the case management plan, and that the client is no longer in need of advocacy to support adequate role functioning; or
- B) Determination that the client has been successfully linked with appropriate substance abuse services and other basic services consistent with the case management plan and is no longer in need of assistance or advocacy to maintain them. Successful linkage is person-to-person contact between a client and the staff of a community provider which has agreed to provide necessary services and the mutual agreement between a client and the staff of the community provider that appropriate services are available and are likely to meet the client's needs; or
- C) Documentation in the client's record that the client terminated participation in the program.

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7) Case management services must be provided by a Qualified Mental Health Professional or a Mental Health Professional as defined by 59 Ill. Adm. Code 132.25.

8) The annual maximum units for substance abuse case management services shall not exceed 240 hours and such units are billed in 15 minute increments.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 2090.70 Rate Setting

a) The amount approved for payment for alcoholism and other drug abuse treatment is based on the category and amount of services required by and actually delivered to a recipient. The amount is determined in accordance with prospective rates developed by the Department and adopted by the Department of Public Aid. The adopted rule shall not exceed the charges to the general public.

b) Rates are cost-based and are ~~individually~~ established annually for each service ~~at each provider~~. In order that costs may be determined, each provider shall submit, upon application for certification, the provider's annual audit for the prior fiscal year and two copies of the required statistical and financial information which shall be submitted on forms specified by the Department. These shall be submitted in accordance with Section 2090.90 (c)(1) and (2) of this Part. Plank copies of the forms and instructions for its completion may be obtained by submitting a request in writing to:

Illinois Department of Alcoholism and Substance Abuse
Office of Purchased Care Development
222 South College, 2nd Floor
Springfield, IL 62704

c) Rates are generated through the application of formal methodologies specific to each category.

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1) Outpatient services shall be reimbursed at an all-inclusive per client hour rate payable to the nearest quarter hour. Such services are defined as face-to-face counseling with a diagnosed client. No more than two client hours shall be reimbursed for any client during a 24 hour period, ~~except as permitted by Section 2090.40 (a)(5) and no more than five (5) client hours shall be reimbursed during a week.~~

2) Intensive Outpatient services shall be reimbursed at an all-inclusive session rate; a day is defined as a minimum of three hours per 24 hour period. No more than one client session shall be reimbursed for any recipient during any 24 hour period.

3) Residential rehabilitation services shall be reimbursed at an all-inclusive per diem rate. No more than one client day shall be reimbursed for any recipient during any 24 hour period.

4) Detoxification services shall be reimbursed at an all-inclusive per diem rate. However, admissions less than twelve hours in length shall be reimbursed at a per episode rate.

5) Day treatment services shall be reimbursed at an all-inclusive per diem rate exclusive of costs attributable to domiciliary services as specified in Section 2090.40(e)(2). No more than one client encounter shall be reimbursed for a recipient in any 24 hour period.

6) Day detoxification services shall be reimbursed at an all-inclusive per diem rate which shall exclude costs attributable to domiciliary services as specified in Section 2090.40(f)(2). No more than one client encounter shall be reimbursed for a recipient in any 24 hour period.

7) Ancillary psychiatric diagnostic services shall be reimbursed on a per encounter basis to psychiatrists at the practitioner's usual and customary charge, not to exceed the maximum established by the Department.

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- 8) Ancillary Methadone services shall be reimbursed on a per service basis using methodology as set forth in each of the reimbursable categories described in Section 2090.40(f).
- 9) The provider shall not be reimbursed for more than one covered subacute alcoholism or other drug abuse service per client per day except for ancillary services which may be reimbursed in addition to one of the other covered services.

10) The annual parameters for reimbursement set forth in Section 2090.40 may be extended if there is clinical reason or justification which is documented in and consistent with the client's individualized treatment plan and if progress continues to be made and documented. Extensions shall be based on sound clinical evaluations taking into account appropriate clinical criteria such as, but not limited to, biomedical conditions and complications, emotional and behavioral conditions or complications, treatment acceptance or resistance, relapse potential, and recovery environment. If a service is determined to be necessary pursuant to "early and periodic screening and diagnosis and treatment" of a person under 21 (as defined in Sections 1902(a)(43), 1905(a)(4)(B) and 1905(r) of the Social Security Act, 42 U.S.C. 1301 et seq.) it shall qualify for extension for the length of the time deemed necessary by the physician.

- 11) Outpatient and intensive outpatient services, which may be delivered in a group setting, shall be reimbursed only for groups consisting of no more than 12 clients.

d) Hospitals

The Department shall establish rates with hospitals delivering subacute services who request such certification and are certified pursuant to this Part. Rates shall be based upon the service definitions found in Section 2090.40 (a), (b), (c) and (d) of this Part, and shall be subject to the provisions of subsections

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(a), (b) and (c) of this Section.

(Source: Amended at 18 Ill. Reg. _____, effective _____.)

Section 2090.100 Recertification and Inspection

- a) The Department shall may recertify Medicaid enrolled providers annually and must recertify at least every three years.

- 1) Ninety (90) days prior to the anniversary date of certification the provider shall submit to the Department:

- A) A recertification application on forms specified by the Department.
- B) A statement that the provider continues to meet all requirements of this Part including the appropriate state licensure for each enrolled treatment service category. This statement shall be signed by the Authorized Program Representative of the facility.

- C) Copies of all UR reports since the date of last certification.

- 2) Providers who receive funding from the Department shall be in compliance with 77 Ill. Adm. Code 2030 Subparts D, G, and Section 2030.710 and 2030.740.

- 3) Providers who do not receive funding from the Department shall submit one copy of the annual audit according to the standards established in 77 Ill. Adm. Code 2030.620 and two copies of statistical and financial data submitted on forms required by the Department.

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b) Inspections

- 1) The Department shall conduct inspections of providers certified under this Part to enforce compliance with provisions of this Part.
- 2) The Department inspectors shall be granted access to all facilities and service areas, client records, and all other records under this Part.
- c) The provider shall notify the Department in writing within 30 days of any changes in policies or procedures required in this Part.

(Source: Amended at 18 Ill. Reg. _____, effective _____.)

Section 2090.110 Sanctions for Non-Compliance

- a) Failure to comply with the requirements of this Part shall result in the provider being issued a written warning or having its certification suspended or terminated for the Illinois Medical Assistance Program.
- b) The Department shall issue a written warning to a certified provider who has failed to comply with Sections 2090.40(a)(1), (3), (4); 2090.40(b)(1), (3), (4); 2090.40(c)(1), (3), (4); 2090.40(d)(1), (3), (4); 2090.50; or 2090.60.
 - (1) Where a certified provider has been determined to have violated the provisions specified in Section 2090.110(b), the Department shall notify the provider in writing of the deficiencies.
 - (2) The provider shall have a maximum of 60 calendar days from the date of the written notice to correct the cited deficiencies.
- c) The Department and the Department of Public Aid shall jointly initiate administrative proceedings pursuant to 89 Ill. Adm. Code 140(c) to suspend or terminate certification and eligibility to participate in the Illinois Medical Assistance Program where the provider:

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- 1) Has failed to comply with subsection 2090.40(a)(2); 2090.40 (b) (2); 2090.40 (c) (2); or 2090.40 (d), and/or
- 2) Has failed to comply with subsection 2090.110 (b) (2), and/or
- 3) Does not have a valid license for an enrolled treatment service category issued by the appropriate licensing authority.
- 4) Meets any of the grounds for termination set forth in 89 Ill. Adm. Code ~~140-17-140.16~~.

- d) The Department shall immediately refer evidence of billing discrepancies or suspected improprieties to the Department of Public Aid for further action, or may initiate post-payment audits.

(Source: Amended at 18 Ill. Reg. _____, effective _____.)

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- 1) Heading of the Part: Acquisition, Management and Disposal of Real Property
- 2) Code Citation: 44 Ill. Adm. Code 5000
- 3) Section number: Proposed Action:
5000.310 Amendment
- 4) Statutory Authority: Ill. Rev. Stat. 1991, ch. 127, par. 63b13.2 [20 ILCS 405/67.02]
- 5) A Complete Description of the Subjects and Issues Involved: The rules for area measurement are proposed for amendment to provide a standard equivalent to the American National Standard method for measuring floor space in office buildings. Amending area measurement rules for equivalency with the American National Standard will facilitate leasing property in accordance with comparable standards of the private sector.
- 6) Will this proposed amendment replace an emergency rule currently in effect? No.
- 7) Does this rulemaking contain an automatic repeal date? No.
- 8) Does this proposed amendment contain incorporations by reference? No.
- 9) Are there any other proposed amendments pending on this Part? No.
- 10) Statement of Statewide Policy Objectives: Rulemaking does not affect units of local government.
- 11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking. Interested persons may submit written comments within 45 days of the date of publication to:

Stephen W. Seiple
720 Stratton Office Building
Springfield, IL 62706
(217)782-9669
- 12) Initial Regulatory Flexibility Analysis: Does not apply to small businesses.

The full text of the Proposed Amendments begins on the next page.

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- TITLE 44: GOVERNMENT CONTRACTS, PROCUREMENT AND PROPERTY MANAGEMENT
SUBTITLE D: PROPERTY MANAGEMENT
CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
- PART 5000
ACQUISITION, MANAGEMENT AND DISPOSAL OF REAL PROPERTY
- SUBPART A: GENERAL

Section	Authority
5000.100	Policy
5000.110	Applicability
5000.120	

SUBPART B: LEASED SPACE ACQUISITION POLICY

Section	General Policy and Responsibility
5000.200	Requests for Space/Agency Responsibilities
5000.210	Acquisition Authority
5000.220	Acquisition Procedures
5000.230	Lease Administration
5000.240	Emergency Lease Procurement
5000.250	

SUBPART C: BUILDING STANDARDS

Section	Scope
5000.300	Area Measurement
5000.310	Space Planning Assistance
5000.320	Open Space
5000.330	Space Allowance and Standards
5000.340	Office Furnishing
5000.350	Handicapped Accessibility
5000.360	Vending Facilities/Blind Operations
5000.370	Improvements
5000.380	

SUBPART D: ASSIGNMENT AND MANAGEMENT OF SPACE

Section	Assignment and Management by DCMS
5000.400	Assignment by Agencies
5000.410	Reviews and Appeal of Space Assignment Actions
5000.420	

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5000.440
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Services Provided
Alterations
Local Requirements

SUBPART E: UTILIZATION OF SPACE
(STATE OWNED AND LEASED PROPERTIES)

Section
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5000.510
5000.520
5000.530

Space Inspections and Surveys
Responsibility of Agencies
Release of Space Not Fully Utilized
Notice of DCMS of Relinquishment or Termination of Space

SUBPART F: EXCESS REAL PROPERTY

Section
5000.600
5000.610
5000.620
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5000.640
5000.650
5000.660

Excess Real Property Defined
Reports of Excess Real Property
Utilization of Excess Real Property
Charges for Use of Excess Property
Temporary Occupancy
Disputes
Non-State Use

SUBPART G: SURPLUS REAL PROPERTY

Section
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5000.780
5000.790
5000.800
5000.810
5000.820
5000.830
5000.840

Surplus Real Property Defined
Declaration of Surplus
Reporting Surplus Real Property
Notice of Availability to State Agencies
State Agency Requests for Surplus Real Property
Transfer Decisions
Transfer Procedures
Transfer to Department of Central Management Services
Subsequent Disposal
Sale of Surplus
Notice of Sale to Local Governments
Local Government Offer to Purchase
Public Sale
Public Sale Procedures
Non-State Interim Use

SUBPART H: USE OF OFFICE BUILDINGS

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Section
5000.900
5000.910
5000.920
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5000.970

Applicability
Definitions
Business Hours and Public Access
Prohibited Activities
Demonstrations
Exhibits and Special Events
Distribution of Leaflets and Solicitations of Funds, Voter Registration
and Signatures
Severability

APPENDIX A Space Standards

APPENDIX B Rental Fees

AUTHORITY: Implementing Section 7.1 of the State Property Control Act (Ill. Rev. Stat. 1991, ch. 127, par. 133b10.1) [30 ILCS 605/7.1], implementing and authorized by Sections 51, 67.02, 67.06, 67.07, 67.22 and 67.24 of the Civil Administrative Code of Illinois (Ill. Rev. Stat. 1991, ch. 127, pars. 51, 63b13.2, 63b13.6, 63b13.7, 63b13.22 and 63b13.24) [20 ILCS 5/51, 20 ILCS 405/67.02, 20 ILCS 405/67.06, 20 ILCS 405/67.07, 20 ILCS 405/67.22 and 20 ILCS 405/67.24] and authorized by Section 6 of the State Property Control Act (Ill. Rev. Stat. 1991, ch. 127, par. 133b9) [30 ILCS 605/6], implementing and authorized by Section 3.1 of the Public Officer Prohibited Activities Act (Ill. Rev. Stat. 1991, ch. 102, par. 3.1 [50 ILCS 105/3.1]).

SOURCE: Adopted at 6 Ill. Reg. 12984, effective October 13, 1982, emergency amendment at 7 Ill. Reg. 3743, effective March 18, 1983, for a maximum of 150 days; amended at 7 Ill. Reg. 7825, effective June 22, 1983, emergency amendment at 8 Ill. Reg. 13444, effective July 17, 1984 for a maximum of 150 days; codified at 8 Ill. Reg. 19345; amended at 10 Ill. Reg. 636, effective December 31, 1985; amended at 17 Ill. Reg. 1006, effective January 19, 1993; emergency amendment at 17 Ill. Reg. 2361, effective February 5, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 15653, effective September 9, 1993; emergency amendment at 17 Ill. Reg. 15653, effective January 21, 1994; amended at 18 Ill. Reg. _____, effective _____.

Section 5000.310 Area Measurement

a) Area measurement for the purpose of calculating rentable areas will be based on the following standards in situations where the State is a single tenant

1) Where the State is the only tenant on a single floor of a multi-story building, the rentable area shall include the entire area within the exterior walls (measured to the inside of the finished wall surface), less stairways,

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elevator shafts, pipe chases, vertical air ducts and the enclosing walls of all such excluded areas. Toilets, restrooms, corridors and utility rooms serving that floor exclusively will be included as part of the rentable area.

- 2) Where the State is the only tenant in a one-story building those areas excluded in (1) above, will be included as part of the rentable area if appropriate.
- 3) Where the State is the only tenant in a multi-story building, those areas excluded in (1) will be included as part of the rentable area.
- b) Area measurements for the purpose of calculating rentable area will be based on the following standards in situations where the State is a multiple tenant:
 - 1) Where there are other tenants on the same floor in a multiple-story building or on the same floor in a one-story building, the rentable area shall include a percentage of areas used in common with the tenants proportionate to the lessee's share of the total net useable space. These areas include public corridors, restrooms, and all common service and utility areas. Stairways, elevator shafts, vertical pipe chases and air ducts shall be excluded from the total area of useable space.
 - 2) The rentable area in such cases shall be calculated by measuring from the interior finish surface of exterior walls to the office side of any corridor wall or other permanent wall and to the center of walls or partitions separating the demised space from other adjacent rentable areas. No deduction shall be made for the area occupied by columns or projections necessary to the building structure.
- c) Boiler rooms and machine rooms for heating and air conditioning equipment shall be excluded from rentable areas regardless of location.
- a) Area measurement for the purpose of calculating rentable area will be based on the following standards where the State is the exclusive tenant. (Also refer to subsection d) below.)
 - 1) Where the State is the exclusive tenant on a single floor of a multi-story building, the rentable area shall include the entire area within the exterior walls measured to the inside finished surface of the dominant portion of the permanent outer building walls excluding any major vertical penetrations of the floor and walls enclosing those penetrations (e.g. elevators, shafts, duct chases, pipe chases and stairways). Public corridors, restrooms, janitor closets, utility closets and machine rooms serving the single floor exclusively shall be included as rentable area.

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- 2) Where the State is the exclusive tenant in a one-story building those areas excluded in (1) above, will be included in the rentable area.
- 3) Where the State is the only tenant in a multi-story building, those areas excluded in (1) will be included in the rentable area.
- b) Area measurement for the purpose of calculating rentable area will be based on the following standards where the State is not an exclusive tenant. (Also refer to subsection d) below.)
 - 1) Where there are multiple tenants on the same floor in a multiple-story building, or on the same floor in a one-story building, the rentable area shall be calculated by measuring from the inside finished surface of the dominant portion of the permanent outer building walls to the office side of any corridor wall or other permanent wall and to the center of demising walls separating rentable areas.
 - 2) Where there are multiple tenants on the same floor in a multiple-story building, or on the same floor in a one-story building, the rentable area shall include the percentage of floor common area equal to the percentage of useable area on that floor occupied by the State tenant. Floor common area includes public corridors, restrooms, janitor closets, utility closets and machine rooms used in common with other tenants. Floor common area does not include elevator shafts, duct chases, pipe chases and stairways.
 - 3) Where the State is one of multiple tenants in a multi-story building, the rentable area may not include public areas of the main lobby floor and areas such as atriums, health clubs, conference centers, tenant lounges, vending areas or other common building amenities for the beneficial use of all building tenants.
- c) Area measure for the purpose of calculating rentable area will be based on the following standards where the State leases space in a ground floor Store Area. (Also refer to subsection d) below.)
 - 1) Where the State is the exclusive tenant, subsection a) above is applicable, except for street frontages where measurements shall be taken from the building line instead of the inside finished surface of the dominant portion of the permanent outer building walls.
 - 2) Where the State is not an exclusive tenant, subsection b) above is applicable, except for street frontages where measurements shall be

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taken from the building line instead of the inside finished surface of the dominant portion of the permanent outer building walls.

- 3) No deductions shall be made for vestibules inside the building line or for columns or projections necessary to the building.

- 4) No additions shall be made for bay windows extending outside the building line.

- d) Area measurement for the purpose of calculating rentable area will be based on the following standards where the State is the exclusive tenant and where the State is not an exclusive tenant:

- 1) The inside finished surface of the dominant portion of the permanent outer building wall may be a glass surface, interior wall or other surface.

- 2) No deductions shall be made to the rentable area for elements necessary to maintain the building's structural integrity (e.g., columns, bracing, etc.).

- 3) Central boiler rooms and mechanical, electrical or communications equipment rooms serving more than one floor and more than one tenant shall be excluded from rentable areas. Mechanical penthouses, mechanical, electrical or communications equipment rooms located on floors containing no tenant space are excluded from rentable area.

- 4) Exterior area such as balconies, terraces, open courtyards, open air walkways, exitways or corridors and enclosed skywalk systems are not included as rentable areas.

- 5) Parking spaces are not included in rentable area.

- 6) Basement storage areas are not included in rentable area, unless the basement also includes occupiable tenant space.

- e) Area measurement for the purpose of calculating construction area will be based on the following standards:

- 1) Where the State occupies a building not constructed for the exclusive use of the State, the construction area shall equal the rentable area for initial tenant build-out work and all tenant improvement work.

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- 2) Where buildings are constructed for the exclusive use by the State, the construction area shall include the entire area within the exterior walls measured to the outside finished surface of permanent outer building walls. The construction area of the building shall be the sum of the construction areas of all enclosed floors including basements, mechanical equipment floors and penthouses.

- f) The standards for area measurement are based upon the American National Standard ANSI Z65.1 - 1980, "Standard Method for Measuring Floor Area in Office Building". The State shall have the exclusive right to interpret the standards herein.

- g) Changes to area measurement standards herein will not result in increased monthly rental payments prior to the expiration of the current term of the lease following the adoption of these rules.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

DEPARTMENT OF CONSERVATION

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1) HEADING OF THE PART: Duck, Goose and Coot Hunting

2) CODE CITATION: 17 Ill. Adm. Code 590

3) SECTION NUMBERS: PROPOSED ACTION:

590.10 Amendments
590.20 Amendments
590.25 Amendments
590.26 Amendments
590.30 Amendments
590.40 Amendments
590.50 Amendments
590.60 Amendments

4) STATUTORY AUTHORITY: Implementing and authorized by Sections 1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10 of the Wildlife Code (Ill. Rev. Stat. 1991, ch. 61, pars. 1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10) [520 ILCS 5/1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10], and Migratory Bird Hunting (50 CFR 20, effective September 26, 1990).

5) A COMPLETE DESCRIPTION OF THE SUBJECTS AND ISSUES INVOLVED:
Amendments to this Part are being made to clarify language and define management units; add language to specify youth hunt dates; establish a waterfowl hunting program for Joliet Depot; open Heidecke Lake to early goose season; change shooting hours at Union County Pheasant Hunting Area to 1/2 hour before sunrise; and move the permit duck hunting program from Rice Lake to Banner Marsh.

6) WILL THIS PROPOSED RULE REPLACE AN EMERGENCY RULE CURRENTLY IN EFFECT? No

7) DOES THIS RULEMAKING CONTAIN AN AUTOMATIC REPEAL DATE? No

8) DO THESE PROPOSED AMENDMENTS CONTAIN INCORPORATIONS BY REFERENCE? No

9) ARE THERE ANY OTHER PROPOSED AMENDMENTS PENDING ON THIS PART?
No

10) STATEMENT OF STATEWIDE POLICY OBJECTIVES: This rule has no impact on local governments.

11) TIME, PLACE AND MANNER IN WHICH INTERESTED PERSONS MAY COMMENT

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ON THIS PROPOSED RULEMAKING: Comments on the proposed rule may be submitted in writing for a period of 30 days following publication of this notice to:

Jack Price
Department of Conservation
524 S. Second Street, Room 485
Springfield, IL 62701-1787

12) INITIAL REGULATORY FLEXIBILITY ANALYSIS: This rule does not affect small businesses

THE FULL TEXT OF THE PROPOSED AMENDMENTS BEGINS ON THE NEXT PAGE:

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NOTICE OF PROPOSED AMENDMENTS

TITLE 17: CONSERVATION
CHAPTER I: DEPARTMENT OF CONSERVATION
SUBCHAPTER b: FISH AND WILDLIFE

PART 590

TABLE 250
DUCK, GOOSE AND COOT HUNTING

590.10
590.20

Permit Controlled Department Sites Only - Duck, Goose and Coot Hunting
Illinois Youth Goose Hunting Permit Requirements
Illinois Youth Duck Hunting Permit Requirements
Duck, Goose and Coot General Hunting Regulations on all Department-Owned and -Managed Sites
Check Station Department Sites Only - Duck, Goose and Coot Hunting
Non-Check Station Department Sites Only - Duck, Goose and Coot Hunting
Various Other Department Sites - Duck, Goose and Coot Hunting
Ohio River
The Non-Toxic Shot Zones of Illinois (Repealed)

590. EXHIBIT A

AUTHORITY: Implementing and authorized by Sections 1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10 of the Wildlife Code (111. Rev. Stat. 1991, ch. 61, pars. 1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10) [520 ILCS 5/1.3, 1.4, 1.13, 2.1, 2.2, 2.18, 2.19, 2.20, 2.23, 2.33, 3.5, 3.6, 3.7, 3.8, and 3.10], and Migratory Bird Hunting [50 CFR 20, effective September 26, 1990].

SOURCE: Adopted at 5 Ill. Reg. 8857, effective August 25, 1981; emergency amendment at 5 Ill. Reg. 11386, effective October 14, 1981, for a maximum of 150 days; codified at 5 Ill. Reg. 10638; Part repealed at 6 Ill. Reg. 9647, effective July 21, 1982; new Part adopted at 6 Ill. Reg. 11865, effective September 22, 1982; amended at 7 Ill. Reg. 13229, effective September 28, 1983; emergency amendment at 7 Ill. Reg. 13948, effective October 6, 1983, for a maximum of 150 days; amended at 8 Ill. Reg. 18968, effective September 26, 1984; amended at 9 Ill. Reg. 14242, effective September 5, 1985; pre-emptory amendments at 9 Ill. Reg. 15062, effective September 25, 1985; emergency amendments at 9 Ill. Reg. 15928, effective October 8, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 16588, effective September 22, 1986; emergency amendments at 10 Ill. Reg. 11773, effective September 26, 1986, for a maximum of 150 days; amended at 11 Ill. Reg. 10360, effective May 21, 1987; emergency amendments at 11 Ill. Reg. 15242, effective August 28, 1987, for a maximum of 150 days; emergency expired January 25, 1988; amended at 12 Ill. Reg. 12200, effective July 15, 1988; emergency amendments at 12 Ill. Reg. 16233, effective September 23, 1988, for a maximum of 150 days; emergency expired February 20, 1989; emergency amendments at 12 Ill. Reg. 22244, effective December 7, 1988, for a maximum of 150 days; emergency expired May 6, 1989; amended at 13 Ill. Reg. 10525, effective June 20, 1989; amended at 13 Ill. Reg. 14925, effective September 7, 1989; emergency amendments at 13 Ill. Reg. 16579, effective October 4, 1989, for a maximum of 150 days; emergency expired March 3, 1989; amended at 13 Ill. Reg. 17354, effective October 27, 1989; amended at 14 Ill. Reg. 638, effective January 2, 1990; amended at 14 Ill. Reg. 13529, effective August 13, 1990; emergency amendments at 14 Ill. Reg. 17029, effective September 26, 1990, for a maximum of 150 days; emergency expired February 23, 1991; amended at 15 Ill. Reg. 1487, effective January 22, 1991; amended at 15 Ill. Reg. 13293, effective September 3, 1991; emergency amendments at 15 Ill. Reg. 16745, effective November 5, 1991, for a maximum of

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150 days; emergency expired April 3, 1992; amended at 16 Ill. Reg. 570, effective December 31, 1991; amended at 16 Ill. Reg. 12491, effective July 28, 1992; emergency amendments at 16 Ill. Reg. 16672, effective October 15, 1992, for a maximum of 150 days; emergency expired March 9, 1993; emergency amendments at 16 Ill. Reg. 18851, effective November 17, 1992, for a maximum of 150 days; emergency expired April 11, 1993; emergency amendments at 17 Ill. Reg. 1658, effective January 20, 1993, for a maximum of 150 days; emergency expired June 14, 1993; amended at 17 Ill. Reg. 16443, effective September 27, 1993; emergency amendments at 17 Ill. Reg. 18867, effective October 14, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. , effective

Section 590.10 Statewide Regulations

a) Pursuant to Section 2.18 of the Wildlife Code (Ill. Rev. Stat. 1991, ch. 61, par 2.18) [520 ILCS 5/2.18], it shall be unlawful to take, possess, transport, or use migratory waterfowl except during such period of time and in such manner and numbers as may be provided in the Federal "Migratory Bird Treaty Act" (16 U.S.C. 703-711), the "Migratory Bird Hunting Stamp Act" (16 U.S.C. 1717 et seq.), and annual "Rules and Regulations for Migratory Bird Hunting" (50 CFR 20) (collectively referred to in this part as federal regulations), (no incorporation in this part includes later amendments or editions) or contrary to any State regulations made in the Wildlife Code.

b) The regulations in Section 2.33 of the Wildlife Code on illegal devices shall apply to this rule, unless federal regulations are more restrictive.

c) Duck, goose and coot regulations are in accordance with Federal Regulations (50 CFR 20) unless the regulations in this rule are more restrictive.

d) It shall be unlawful while attempting to take migratory waterfowl or coots to have in possession any shotgun shells not approved as non-toxic by federal regulations. The only shot approved as non-toxic by the U.S. Fish and Wildlife Service (50 CFR 20) is steel shot, and other plated, nickel plated or zinc plated steel shot for which the plating represents less than 1% the shot's weight. Lead shot plated with copper, nickel, or other material does not qualify.

e) Emergency closure

The Department of Conservation (Department or DOC) will close the Canada goose season giving 48 hours notice when quotas established by federal regulations are reached, when harvest in any area is excessive due to extreme weather conditions or when a serious outbreak of infectious disease occurs, such as avian cholera or duck virus enteritis.

f) Closed Areas and Refuges

- 1) Ducks - specific habitats, geographical areas, or political land units shall be closed to hunting of specified species of ducks in compliance with federal regulations.

2) Geese and Refuges

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A) Additional geographical areas or political land units shall be closed to hunting of specified species of geese in compliance with federal regulations.

B) Portions of the following areas are designated as waterfowl refuges and the refuge boundaries are posted or identified on each area posting:

- i) Horseshoe Lake Conservation Area - Alexander County (the refuge area shall be defined as all State owned land and those areas adjacent within the tract of land hereinafter described: Beginning at the intersection of State Highway No. 3 and the Olive Branch-Miller City Road, thence in southerly direction to the intersection of the Olive Branch-Miller City Road and the Promised Land Road, thence easterly to the intersection of the Promised Land Road and Old Highway No. 3, thence northwesterly to intersection of Old Highway No. 3 and State Highway No. 3 and thence northwesterly along State Highway No. 3 to point of beginning at Olive Branch) (in the refuge no motors except trolling motors will be allowed from October 15 to March 1)

~~iii)~~ LaSalle Lake Fish and Wildlife Area (closed to boats October 1 to March 31)

~~iiiv)~~ Mazonia-Braidwood State Fish and Wildlife Area

~~iiiv)~~ Rend Lake and Rend Lake Wildlife Management Area

~~iiiv)~~ Snake Den Hollow Fish and Wildlife Area (all use other than waterfowl hunting is prohibited from October 1 through the close of the Fulton-Knox County goose season)

~~iiiv)~~ Union County Conservation Area (all fishing and boat traffic is prohibited from October 15 through March 1)

~~iiiv)~~ Melvin Price Lock and Dam Pool 26 (the posted area immediately south of Melvin Price Lock and Dam 26 on the Mississippi River, and including that portion of Maple Island, that is presently owned by the State of Illinois has been designated a waterfowl refuge. Discharge of firearms, hunting and off road vehicles are prohibited at all times. All boating is prohibited on waters of the refuge where posted from October 15 through April 15)

g) Commercial Migratory Waterfowl Hunting Area Permits

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1) ~~The holder of a permit shall forward within 30 days after the close of the season or at an earlier time as requested by the Department, a report upon forms furnished by the Department providing information on the hunting season. The holder of a permit shall forward information on harvest and hunters to the Department, on forms furnished by the Department, at times required by the Department. The Department shall give the permit holder reasonable written notice of the dates reports are required. Failure to timely supply such reports will make the permit holder subject to revocation of his permit and suspension of the privilege to hold the permit for up to 5 years.~~

2) Subsection (g) shall be in accordance with Section 3.7 of the Wildlife Code [520 ILCS 5/3.7].

3) On any property where the principal waterfowl harvest is wild geese, it is the permit holder's duty to ensure that no more than 5 persons occupy or attempt to take wild geese from any blind or pit at the same time.

h) Teal Hunting Regulations are located in 17 Ill. Adm. Code 740.

~~ii)~~ ~~When public duck blinds on State-managed sites are flooded to the point that they are no longer usable, but the water level is not too high or rough to be a threat to public safety, the Department, by public announcement and posting, may permit waterfowl hunting anywhere on the area except in designated refuge areas. Any permits issued for the blinds are no longer valid and no fee to hunt the area will be charged.~~

~~iii)~~ Waterfowl Hunting Zones:

1) Northern Zone - That portion of the State north of a line running east from the Iowa border along Illinois Route 92 to U.S. Interstate 280, east along U.S. Interstate 280 to U.S. Interstate 80, then east along U.S. Interstate 80 to the Indiana border.

2) Central Zone - That portion of the State south of the northern zone boundary to the Modoc Ferry Landing on the Mississippi River and east along the Modoc Ferry Road to Randolph County Highway 12 to Illinois Route 3, then north to Illinois Route 159, then north to Illinois Route 161, then east to Illinois Route 4, then north to U.S. Interstate 70, then east along U.S. Interstate 70 to the Indiana border.

3) Southern Zone - From the southern boundary of the Central Zone south to the remainder of the State.

4) Fulton-Knox County Canada Goose Zone - Knox County and the following townships in Fulton County: Buckheart, Canton, Cass, Deerfield, Fairview, Farmington, Joshua, Orion, Putnam, and that portion of Banner Township bounded on the north by Illinois Route 9 and on the east by U.S. Route 24.

5) Rend Lake Canada Goose Quota Zone - all lands and waters in

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Franklin and Jefferson Counties.

- 6) Northeastern Illinois Canada Goose Zone - All lands and waters in the counties of Cook, DuPage, Grundy, Kankakee, Kane, Kendall, Lake, McHenry and Will.
- 7) Southern Illinois Quota Zone (Alexander, Union, Williamson, and Jackson Counties).

No person during the open season shall take or attempt to take wild geese in the Rend Lake Canada Goose Quota Zone and Southern Illinois Quota Zone except between legal opening and the hour of 3:00 p.m. except during the last three days of the Canada goose season, hunting hours shall close at sunset daily.

On any property where the principal waterfowl harvest is wild geese in the Rend Lake Canada Goose Zone and the Southern Illinois Quota Zone, no more than 5 persons shall occupy or attempt to take wild geese from any blind or pit at the same time.

Persons in possession of geese in excess of twice the daily bag limit, when such geese were taken within the quota zones, shall tag each individual goose. The tag must contain the hunter's signature and address and the date of kill and the location of the kill.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.20 Permit Controlled Department Sites Only - Duck, Goose and Coot Hunting

- a) Sites covered in this Section, which allow hunting by permit only, are:

Banner Marsh Fish and Wildlife Area

Rice Lake Conservation Area

Snake Den Hollow State Fish and Wildlife Area

Union County Conservation Area

- b) Permit Requirements

- 1) Permit reservations shall be accepted starting in September. Initial acceptance dates and methods for making reservations will be publicly announced. Only applications for reservations submitted by Illinois residents will be processed during the first two weeks of the application period. Applicants making reservations will be sent confirmation.

- 2) Permits shall be issued until the daily quota is filled. The daily quota is determined by the formula: one hunter per 10 to 40 huntable acres. Huntable acres are determined by, but not limited to, the biological studies on the number of the species available; the condition, topography, and configuration of the land at the site; the condition of the roads at the site; the number of employees available to work

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at the site; and the number of blinds which can be established on a site as set forth in Section 3.8 of the Wildlife Code [520 ILCS 5/3.8].

- 3) The permit shall be for the use of the entire blind. It shall be the responsibility of the permit holder to bring one hunting partner (two hunters per blind) for Snake Den Hollow State Fish and Wildlife Area and Union County, or two hunting partners (three hunters per blind) for Rice Lake Banner Marsh. Unfilled blinds will be filled by a drawing at the sites.

- 4) Permit Transferability

- A) Permits are not transferrable.

- B) For other information write to:

Illinois Department of Conservation
Permit Office - Waterfowl
524 S. Second Street, Room 210

P.O. Box 19457
Springfield, IL 62794-9457

- 5) Permits for waterfowl hunting will be issued from the Springfield Permit Office for Snake Den Hollow State Fish and Wildlife Area, Union County Conservation Area and Rice Lake Banner Marsh.

c) General waterfowl hunting regulations for Snake Den Hollow State Fish and Wildlife Area, Union County Conservation Area and Rice Lake Banner Marsh areas

- 1) Subsection (c) of this Section shall be in accordance with Federal Regulations (50 CFR 20) unless the regulations in this Section are more restrictive.

- 2) Season dates, bag limits and methods of taking geese are set by the U. S. Fish and Wildlife Service, Department of the Interior, unless State regulations are more restrictive.

- 3) Hours, Permits and Stamp Charges

- A) Hunting hours are from legal opening time until 12:00 Noon at Rice Lake and Snake Den Hollow State Fish and Wildlife Area. Hunting hours at Union County Conservation Area are from sunrise until 12:00 Noon.

- B) Permits at Snake Den Hollow from opening day through December 14, hunters with permit reservations are required to check in at the check station between 4:30 a.m. and 5:00 a.m. Permits are void after 5:00 a.m. From December 15 through the close of goose season, hunters with permit reservations are required to check in at the check station between 5:00 a.m. and 5:30 a.m. Permits are void after 5:30 a.m. At Union County Conservation Area and Banner Marsh hunters with permit

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reservations are required to check in at the check station between 4:30 a.m. and 5:00 a.m. Permits are void after 5:00 a.m. A drawing shall be held to allocate blind sites at all sites. At Union County Conservation Area, hunters with permit reservations from Springfield, who have drawn poorer blinds (as determined by the area operator), shall have priority to be reassigned to the better blinds as they become available.

C) A \$15.00 Daily Usage Stamp must be purchased at Snake Den Hollow State Fish and Wildlife Area and Union County Conservation Area. A \$10.00 Daily Usage Stamp must be purchased at ~~Rice-Lake-Banner Marsh~~.

4) When daily quotas are not filled, permits shall be issued to standby hunters by a drawing held at the check station.

5) Hunters are required to deposit their hunting license and Federal and State Migratory Waterfowl Stamp in the check station while hunting. Persons exempt by law from having a hunting license and an Illinois stamp must deposit their Firearm Owner's Identification Card. Persons under 21 who do not have a card must be accompanied by an adult who has a valid card in his possession.

6) Hunting shall be done from assigned blinds only and hunters shall not move from blind to blind or leave the blind and return.

7) Baiting with corn, grains or other feed is not allowed.

8) Guns must be unloaded and encased at all times when not hunting.

9) Disturbing or molesting waterfowl, fishing, or trespassing within the posted area of any hunting ground is prohibited.

d) Special Canada geese hunting regulations for Union County Conservation Area.

1) The legal hunting season is the dates of the Quota Zone goose hunting season except that the areas shall be closed on Mondays and December 24, 25, 26 and 28th the first weekday after December 26 other than a Monday. (This site shall be open only for the Illinois Youth Goose Hunt on December 28th the first weekday after December 26 other than a Monday, pursuant to Section 590.25).

2) Hunters may not possess more than 5 shells for each Canada Goose allowed in the daily bag.

3) Hunters cannot leave their blinds and shoot crippled geese. Hunters can leave the blind and retrieve their crippled geese but they must leave their guns in the blinds.

4) Hunters must be at least 16 years of age (except for the

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Illinois Youth Goose Hunt) to draw for a pit or blind. Each person under 16 years of age must be accompanied by a supervising adult.

5) Hunters shall use only decoys provided by the Department. The use or possession of any other decoys is illegal.

6) Hunters must pick up decoys and place them next to the blind prior to checking out.

e) Special duck regulations for Rice-Lake-Banner Marsh.

1) The legal hunting season is the dates of the central zone duck hunting season.

2) All hunting parties (each blind) are required to use a minimum of 12 duck decoys.

3) Hunters can bring a private boat or can rent a boat at the area. ~~The maximum motor size limit for private boats is unrestricted and for rental boats is 10 h.p. while hunting boats shall be provided with blinds on Big Lake and no motors shall be allowed.~~

4) Hunters must be at least 16 years of age to draw for a blind at the ~~Rice-Lake-Area-Banner Marsh~~.

5) ~~Rice-Lake will be closed to hunting when the lake is frozen~~
~~ever~~Goose hunting will be prohibited after the duck season.

f) Special Canada goose hunting regulations for Snake Den Hollow.

1) The legal hunting season is the dates of the Fulton-Knox County goose hunting zone.

2) Hunters must not possess more than 5 shells for each Canada goose allowed in the daily bag.

3) Hunters must not enter the refuge in pursuit of crippled geese.

4) Hunters must be at least 16 years of age to draw for a blind.

5) Closed on Tuesdays, Wednesdays and December 24, 25 and 26.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.25 Illinois Youth Goose Hunting Permit Requirements

a) State sites covered in this Section, which allow hunting by permit only, are:

Horseshoe Lake Conservation Area (Alexander County)

Union County Conservation Area

b) Permit Requirements

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- 1) Permit reservations shall be accepted starting in September. Initial acceptance dates shall be publicly announced. Applicants must be between the ages of 10 - 15.
- 2) Only one permit per person shall be issued for the hunt on ~~December 28, 1993~~ the first weekday after December 26 other than a Monday.

- 3) The permit shall be for the use of the entire blind and it shall be the responsibility of the permit holder to bring one supervising adult who may also hunt.

- 4) Permit reservations and transferability.

- A) All duplicate permit reservations shall be rejected and the hunter shall forfeit his rights to a permit. Permits are not transferable. Previous participants are ineligible to apply for a permit.

- B) For other information write to:

Illinois Department of Conservation
Youth Goose Hunt
524 S. Second Street, Room 210
P.O. Box 19457
Springfield, IL 62794-9457

- 5) Permits for the Illinois Youth Goose Hunt will be issued from the Springfield Permit Office.

- c) General waterfowl hunting regulations for Horseshoe Lake (Alexander County) and Union County.

- 1) Subsection (c) shall be in accordance with Federal Regulations (50 CFR 20) unless the regulations in this Section are more restrictive.

- 2) Season dates, bag limits and methods of taking geese are set by the U.S. Fish and Wildlife Service, Department of the Interior, unless State regulations are more restrictive.

- 3) Hours, Permits and Stamp Charges

- A) Hunting hours at Horseshoe Lake (Alexander County) and Union County are from sunrise until 12:00 noon on ~~December 28, 1993~~ the day of the Youth Goose Hunt.

- B) Hunters with Illinois Youth Goose Hunt permit reservations are required to check in at the check station between 5:00 a.m. and 5:30 a.m. Permits are void after 5:30 a.m. A drawing shall be held to allocate blind sites.

- C) There is no fee for the Illinois Youth Goose Hunting Permit.

- 4) Hunters are required to deposit their hunting license and

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Federal and State Migratory Waterfowl Stamps in the check station while hunting. Persons exempt by law from having a hunting license and a State Migratory Waterfowl Stamp must deposit their Firearm Owner's Identification Card. Persons under 21 who do not have a card must be accompanied by an adult who has a valid card in his possession.

- 5) Hunting must be done from assigned blinds only and hunters shall not move from blind to blind or leave the blind and return.

- 6) Baiting with corn, grains or other feed is not allowed.

- 7) Hunters must have a 20 gauge or larger shotgun and provide their own ammunition.

- 8) Guns must be unloaded and encased at all times when not hunting.

- 9) Disturbing or molesting waterfowl, fishing, or trespassing within the posted area of any hunting ground is prohibited.

- d) Special Canada geese Illinois Youth Goose Hunt hunting regulations for Horseshoe Lake (Alexander County) and Union County:

- 1) The legal hunting season is ~~December 28, 1993~~ the first weekday after ~~December 26~~ other than a Monday.

- 2) Each youth shall not possess more than 25 shells. Each adult shall not possess more than 5 shells for each Canada goose allowed in the daily bag.

- 3) Hunters cannot leave their blind and shoot crippled geese. Hunters can leave the blind and retrieve their crippled geese but they must leave their guns in the blinds.

- 4) Each youth and supervising adult may be accompanied by a guide.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.26 Illinois Youth Duck Hunting Permit Requirements

- a) State sites covered in this Section, which allow hunting by permit only, are:

Donnelley State Wildlife Area

- b) Permit Requirements

- 1) Permit reservations shall be accepted starting in September. Initial acceptance dates shall be publicly announced. Applicants must be between the ages of 10 - 15.

- 2) Only one permit per person shall be issued for the hunt on ~~November 14, 1993~~ the third Sunday of the central zone duck season.

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- 3) The permit shall be for the use of the entire blind and it shall be the responsibility of the permit holder to bring one supervising adult who may also hunt.
- 4) Permit reservations and transferability.

A) All duplicate permit reservations shall be rejected and the hunter shall forfeit his rights to a permit. Permits are not transferable. Previous participants are ineligible to apply for a permit.

B) For other information write to:

Illinois Department of Conservation
Youth Duck Hunt
524 S. Second Street, Room 210
P.O. Box 19457
Springfield IL 62794-9457

- 5) Permits for the Illinois Youth Duck Hunt will be issued from the Springfield Permit Office.

c) General waterfowl hunting regulations for Donnelley State Wildlife Area.

- 1) Subsection (c) shall be in accordance with Federal Regulations (50 CFR 20) unless the regulations in this Section are more restrictive.

- 2) Season dates, bag limits and methods of taking ducks are set by the U.S. Fish and Wildlife Service, Department of the Interior, unless State regulations are more restrictive.

- 3) Hours, Permits and Stamp Charges

A) Hunting hours at Donnelley State Wildlife Area are from sunrise until 12:00 noon on ~~November 14, 1993~~ the day of the youth duck hunt.

B) Hunters with Illinois Youth Duck Hunt permit reservations are required to check in at the check station between 5:00 a.m. and 5:30 a.m. permits are void after 5:30 a.m. A drawing shall be held to allocate blind sites.

C) There is no fee for the Illinois Youth Duck Hunting Permit.

- 4) Hunters are required to deposit their hunting license and Federal and State Migratory Waterfowl Stamps in the check station while hunting. Persons exempt by law from having a hunting license and a State Migratory Waterfowl Stamp must deposit their Firearm Owner's Identification Card. Persons under 21 who do not have a card must be accompanied by an adult who has a valid card in his possession.

- 5) Hunting must be done from assigned blinds only and hunters

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shall not move from blind to blind or leave the blind and return.

- 6) Baiting with corn, grains or other feed is not allowed.
- 7) Hunters must have a 20 gauge or larger shotgun and provide their own ammunition.
- 8) Guns must be unloaded and encased at all times when not hunting.
- 9) Disturbing or molesting waterfowl, fishing, or trespassing within the posted area of any hunting ground is prohibited.
- 10) The legal hunting season is ~~November 14, 1993~~ the third Sunday of the central zone duck season.
- 11) Each youth and supervising adult may be accompanied by a guide.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.30 Duck, Goose and Coot General Hunting Regulations on all Department-Owned and -Managed Sites.

- a) The regulations in this Section apply to all sites listed in Sections 590.40, 590.50 and 590.60, unless otherwise stated in those Sections.

- b) The regulations in these Sections are in accordance with Federal Regulations (50 CFR 20) unless the regulations in these Sections are more restrictive.

- c) All the regulations in 17 Ill. Adm. Code 510 apply in these Sections, unless these Sections are more restrictive.

- d) Definitions

1) Blind site - A position within 10 feet of numbered site where blind must be constructed. Sites shall be located and marked by the Department of Conservation.

2) Blind builder - Person who has been assigned a blind site as a result of the drawing.

3) Blind partner - Person(s) chosen by the builder to assist in construction and maintenance of the blind and to share its hunting privileges.

4) Drawing - Procedure by which blind sites are assigned.

5) Blind registration card - Card issued by the Department and tacked inside each blind listing names and addresses of blind builders.

6) Complete blind - A blind with all framework and siding constructed and in readiness for use, including final

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brushing.

- 7) Hunting party - An individual or group of hunters occupying a single boat, blind, or hunting site.

e) Blind Construction

- 1) Blinds must be at least 4 feet x 8 feet, but no higher than 14 feet from the water surface at normal pool level, to the top of the shooting box, sturdy enough to withstand daily usage, and must be maintained in good condition by blind builders throughout the duck season. Blinds shall be numbered and that number shall be visible from the outside of the blinds. Blinds must be placed within 10 feet of assigned Department marked site.

- 2) Blinds built over water must be of platform construction with the platform constructed above normal water conditions or they may be floating blinds.

- 3) Blinds must be completed, including final brushing, 3 weeks in advance of opening date of waterfowl season, except for those areas listed in Section 590.60(b)(12) and Section 590.60(b)(16), after which time the Department of Conservation shall inspect all blinds and blind sites and issue blind registration cards to those which pass inspection. Blind builders shall not gain access to Redwing Slough/Deer Lake until the day following Labor Day. Blind builders must post Blind Registration Card in the blind prior to the first day of duck season. If adverse weather or water conditions make compliance with this rule difficult the site superintendent or the District Wildlife Manager may grant extensions.

- 4) Sites on which blinds have not been built, as well as sites on which blinds of an unsatisfactory quality have been built, shall be reassigned to alternates selected at a drawing or by a first-come allocation held on a day publicly announced by the Department. All reassigned blinds must be completed, including final brushing, in advance of the opening date of the waterfowl season.

- 5) Not more than 3 persons shall be registered for assignment of any one blind site. Blind builders shall submit partner names on a blind registration form as designated at the site drawing. After the designated time, no changes shall be accepted. As directed by the information sheet available at each site, the registration form must be filled out and returned by August 31. Failure to do so shall result in forfeiture of blind.

- 6) No person shall be allowed to be a blind builder or partner on more than one State Waterfowl Management Area in Illinois.

- 7) Boat hides are required, except as noted in Sections 590.40, 590.50 and 590.60, and must have minimum inside dimensions of 18' x 6', and shall be sturdy enough to withstand daily use considering the conditions of the site, and must be maintained

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in good condition throughout the season, and shall be completed including final brushing by three weeks prior to the opening day of waterfowl season; failure to meet these standards shall result in forfeiture of blind site.

f) Use of blinds

- 1) Attempts to claim blinds by any manner other than actual occupation shall be considered in violation of this part and shall be cause for arrest. The insertion of a boat into the boat hide and/or the spreading of decoys before a blind shall not be considered legal occupation of a blind.

- 2) No person shall hunt, or attempt to hunt, except from within a registered blind.

- 3) Persons under 16 years of age shall not hunt, or attempt to hunt unless accompanied by an adult due to safety factors.

- 4) Blinds shall not be locked.

- 5) Claiming or attempting to claim any blind which is legally occupied, and/or harassing, in any manner, the occupants of a blind which has been legally occupied is unlawful.

- 6) No person shall fish within 250 yards of an occupied blind within the hunting area.

- 7) All hunting parties shall hunt over a spread of at least 12 decoys. The decoys shall be staked, placed, or floating, be individually visible, be at least 8 inches long, and not be within a boat, blind or container. Decoys must be removed at the end of the day's hunt or left overnight, as determined by the site manager.

g) Public Drawing

- 1) Time and place for all sites holding drawings shall be publicly announced by the Department of Conservation.

- 2) A registrant for a drawing must be at least 16 years of age and possess a current or preceding year's Illinois Hunting license, a current or preceding year's Illinois Migratory Waterfowl Stamp and a current or expired (within 12 months prior to the drawing) Firearm Owner's Identification Card unless exempted by law. Person exempted by law from possessing a hunting license or waterfowl stamp must have a valid Firearm Owner's Identification Card. Persons who are under 21 years of age who do not have Firearm Owner's Identification Cards must be accompanied by an adult who has a valid Firearm Owner's Identification Card in his possession at the drawing. Applicants must be present for the registration and drawing to be eligible for allocation of the blind sites.

h) Flood Rules

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In the event that state managed sites are flooded to the point that public waterfowl hunting blinds cannot be constructed or are no longer useable, the Department, by public announcement and/or posting, may permit waterfowl hunting under one of the following rules:

- 1) If the check station for that site is open, all rules apply, except that hunting will be allowed from boat, platform or floating blinds which must be located within 10 feet of the marked blind site.
- 2) If the check station is not operable, all rules apply except that hunting will be allowed from boat, platform or floating blinds which must be located within 10 feet of the marked blind site. Additionally, rules listed in subsections 590.40(c)(1), (2), (3), (4) and subsection (d) shall not be in force. Rules concerning blind claiming as listed in subsection 590.50(b) shall apply.
- 3) If blind sites have not been marked and no check station is operable, the area will be open to hunting from platform, floating or boat blinds or by walk-in hunting, in non-refuge, closed or otherwise restricted areas. All hunting parties must remain 200 yards apart and follow normal closing hours for the site. Pre-placement of unattended decoys and/or unoccupied blinds or boat hides does not constitute lawful possession of a hunting site.
- 4) In all above flood circumstances, regulations requiring the construction of a separate boat hide and regulations regarding the minimum standards for blind construction shall be suspended for that season.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.40 Check Station Department Sites Only - Duck, Goose and Coot Hunting

a) Sites covered in this Section are:

Anderson Lake Conservation Area
 Batchtown (Federal Lands)
 Calhoun Point (Federal Lands)
 Glades (Federal Lands)
 Godar-Diamond (Federal Lands)
 Horseshoe Lake State Park - Madison County
 Lake DePue State Fish and Wildlife Area
 Marshall County Conservation Area
 Rice Lake Conservation Area

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Mazonia State Fish and Wildlife Area
 Sanganois Conservation Area
 Spring Lake Conservation Area
 Stump Lake (Federal Lands)
 Woodford County Conservation Area

b) The sites listed above in Section 590.40(a) conform to Statewide Regulations (Section 590.10) and General Department Regulations (Section 590.30), except as noted in parentheses and in the remainder of this Section.

- 1) Anderson Lake Conservation Area - All Management Units (legal opening - noon)
- 2) Batchtown (legal opening - 3:30 p.m. Central Standard Time (CST))
- 3) Calhoun Point (legal opening - 3:30 p.m. CST)
- 4) Glades (legal opening - 3:30 p.m. CST)
- 5) Godar-Diamond (legal opening - 3:30 p.m. CST)
- 6) Horseshoe Lake - Madison County (legal opening - 3:30 p.m. CST; goose hunting is prohibited after the duck season)
- 7) Lake DePue (sunrise - noon)
- 8) Marshall County Conservation Area - Spring Branch Unit (legal opening - Noon)
- 9) Mazonia State Fish and Wildlife Area (legal opening to 12 noon; goose season coincides with site duck season; closed Mondays and Tuesdays)
- 10) Rice Lake Conservation Area (legal opening - Noon)
- ~~10~~ 11) Sanganois Conservation Area (check station and walk-in areas, hunters are not required to hunt from a blind site during goose seasons held prior to or after the duck season; legal opening - Noon)
- ~~11~~ 12) Spring Lake (legal opening - Noon; during the waterfowl season, the maximum horsepower limit for outboard motors on the lake is 25 h.p.; no goose hunting prior to duck season)
- ~~12~~ 13) Stump Lake (legal opening - 3:30 p.m. CST)
- ~~13~~ 14) Woodford County Conservation Area (legal opening - Noon)
- c) The following regulations apply to all sites listed in this Section under Subsection (a):

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- 1) All hunters must report to the check station to fill out information cards and to turn in hunting licenses or Firearm Owner's Identification Cards before proceeding to blinds. Beginning the day after duck season ends, when the check station is not operating, unclaimed blinds shall be allocated on a first-come basis, as per 590.50 (b)(2) and (3). Goose hunters must sign in prior to hunting and sign out and report their harvest at the end of each day's hunt.
 - 2) Registered blind builders or partners desiring to claim their blinds must report to the check station at least one hour before hunting hour each day and occupy that blind for at least one hour. Hunters wishing to move to another blind during their daily hunt must report back to the check station for reassignment.
 - 3) All hunting must be from registered blinds only and hunters must occupy their blinds within one hour after registering at the check station.
 - 4) All hunters must be checked out within one hour of the close of the legal hunting hours. At this time waterfowl and coots bagged must be checked and hunting licenses or Firearm Owner's Identification Cards shall be returned.
 - 5) It shall be unlawful to trespass upon the designated waterfowl hunting area during the 3 days prior to the waterfowl season.
 - 6) It shall be unlawful to trespass upon the designated waterfowl hunting area 7 days prior to the waterfowl season and on areas designated as waterfowl refuges from October 10 until the end of the waterfowl season on Anderson Lake, Lake Depue, Marshall County, Spring Lake, Woodford County Sites, Godar-Diamond and Crull Impoundment.
 - 7) It shall be illegal to fish or trespass upon the designated waterfowl hunting area or waterfowl refuge beginning two weeks prior to the waterfowl season until the end of waterfowl season at Mazonia Fish and Wildlife Area
 - 8) No more than 4 persons shall occupy a blind at one time.
- d) During duck season, blinds not claimed by the builder or partners by one hour before hunting time shall be assigned by a drawing at this time or during the time in parentheses, after which time the area shall be closed to additional hunters.
- Anderson Lake (one hour before hunting time - 10:00 a.m.)
 - Batchtown (9:00 a.m. - 1:00 p.m.)
 - Calhoun Point (9:00 a.m. - 1:00 p.m.)
 - Glades (9:00 a.m. - 1:00 p.m.)
 - Godar-Diamond (9:00 a.m. - 1:00 p.m.)

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- Horseshoe Lake - Madison County (9:00 a.m. - 1:00 p.m.)
 - Lake Depue (one hour before hunting time - 9:00 a.m.)
 - Marshall County Conservation Area - Spring Branch Unit (one hour before hunting time - 9:00 a.m.)
 - Mazonia Fish and Wildlife Area (one hour before hunting time - 9:00 a.m.)
 - Rice Lake Conservation Area (one hour before hunting time - 9:00 a.m.)
 - Sanganois Conservation Area (one hour before hunting time - 10:00 a.m.)
 - Spring Lake (one hour before hunting time - 9:00 a.m.)
 - Stump Lake (9:00 a.m. - 1:00 p.m.)
 - Woodford County Conservation Area (one hour before hunting time - 9:00 a.m.)
- e) Blind sites shall be allocated for a one-year period by a public drawing at:
- Anderson Lake (Anderson Lake Management Unit)
 - Horseshoe Lake (Madison County)
 - Lake Depue
 - Marshall County Conservation Area - Spring Branch Unit
 - Mazonia State Fish and Wildlife Area
 - Rice Lake Conservation Area
 - Sanganois Conservation Area
 - Spring Lake
 - Woodford County Conservation Area
- f) Blind sites shall be allocated for a 3-year period by a public drawing at: (location of drawing site in parentheses)
- Batchtown (Ball Park)
 - Godar-Diamond (Hardin Fairgrounds)
 - Calhoun Point and Stump Lake (Grafton Ball Park)
 - Diamond-Hurricane-Island (Hardin-Fairgrounds)
 - Glades ~~and 12 Mile Island~~ (Rosedale Headquarters Building)

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- g) Previous year's blind builders shall have until the time as noted in parentheses to salvage materials from their blinds.

Anderson Lake (February 1 of the following year)
 Batchtown (7 days after the current drawing)
 Calhoun Point (7 days after the current drawing)
 Glades (7 days after the current drawing)
 Godar-Diamond (7 days after the current drawing)
 Horseshoe Lake - Madison County (7 days after the current drawing)
 Lake DePue (7 days after the current drawing)
 Marshall County Conservation Area - Spring Branch Unit (February 1 of the following year)
 Mazonia State Fish and Wildlife Area (February 1 of the following year)

Rice Lake Conservation Area (February 1 of the following year)

Sanganois (7 days after the current drawing)

Spring Lake (February 1 of the following year)

Stump Lake (7 days after the current drawing)

Woodford County Conservation Area (February 1 of the following year)

- h) Re-registration process for "3 year" blind allocation sites:

- 1) ~~Mississippi River Pools 21, 22, 24, 25 and 26~~ Batchtown, Calhoun Point, Glades, Godar-Diamond and Stump Lake

In those years when blind sites are allocated by re-registration, at least one of last year's registered blind builders from each blind site must be present in order to re-register that blind site. Registrant must be over 16 years of age and have in his possession the current year's Illinois hunting license for himself and his blind partners. Failure to re-register during prescribed period shall result in loss of blind site.

- 2) Blind builders may not be added or transferred to another blind after the initial blind registration has occurred.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.50 Non-Check Station Department Sites Only - Duck, Goose and Coot Hunting

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- a) Sites covered in this Section have additional regulations in parentheses:

Blanding Wildlife Area (Federal Lands)

Chain O'Lakes State Park (For goose seasons prior to duck season, hunting allowed from numbered blind sites only and blinds need not be completed)

Des Plaines River Conservation Area (Goose hunting permitted during special goose season prior to regular waterfowl season; during special goose season hunting allowed from numbered blind sites only and blinds do not have to be completed)

Fuller Lake (Federal Lands; legal opening - 3:30 p.m. CST)

Helmbold Slough (Federal Lands; legal opening - 3:30 p.m. CST)

Illinois River - Pool 26

Kankakee River State Park (no boat hide required; no goose hunting permitted prior to duck season)

Lake Sinissippi (Department Owned Land)

Marshall County Conservation Area - Sparland Unit (Department Owned Land)

~~Mercedee Lake - Cass County Portion Only (meandered waters only) (all boat traffic is prohibited from operating on meandered waters (except non-motorized boats may be used to assist in the retrieval of waterfowl shot from private land) from the period from one week before waterfowl season opens until the season closes; hunting and/or any other activity is prohibited during the period from one week before waterfowl season opens until the season closes)~~

Mississippi River Pools 16, 17, 18, 21, 22, 24, 25, 26 (Federal Lands)

Pekin Lake (Department Owned Land)

Piasa (Federal Lands)

Red's Landing (Federal Lands)

Redwing Slough/Deer Lake (closed on Tuesdays, Thursdays and Fridays, hunting hours close at 12 noon daily, no goose hunting except during duck season)

Riprap Landing

~~Savanna Ordnance Depot (Federal Lands)~~

Starved Rock State Park

William W. Powers Conservation Area (no goose hunting prior to

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duck season; boat hides required only at designated sites as announced at the drawing).

- b) The sites listed above in subsection (a) conform to Statewide Regulations (Section 590.10) and General Department Regulations (Section 590.30), except as noted in the remainder of this Section. The following regulations apply to all sites listed in this Section under subsection (a).

- 1) Hours are legal opening to sunset except as indicated in parenthesis under subsection (a) above.
- 2) Blind builders or partners must occupy their blinds by one-half hour before opening hunting hour each day in order to claim their blind for the day. Blinds not legally occupied may be claimed on a first-come basis.
- 3) Attempts to claim blinds by any manner other than actual occupation shall be considered in violation of this part and shall be cause for arrest. The insertion of a boat into the boat hide and/or the spreading of decoys before a blind shall not be considered legal occupation of a blind.

- c) Hunting from permanent blinds shall be permitted at the above areas with the following exceptions:

1) ~~Blandin Wildlife Area - scull boat hunting for waterfowl is permitted but hunters must not get closer than 200 yards from a permanent duck blind or in areas posted as closed to scull hunters.~~

2) ~~Mississippi River Pool 16 - no permanent blinds (temporary blinds only) above Velie Chute except for Goose Pond, Sunfish Slough, and Milan Bottoms (landward area upriver from river mile 474).~~

3) ~~Mississippi River Pool 18, Boston Bay - no permanent blinds may be built. Temporary blinds only - 200 yards apart.~~

4) ~~Mississippi River Pools 16-18 - scull boat hunting for waterfowl is permitted but hunters must not get closer than 200 yards from a permanent duck blind or in areas posted as closed to scull hunters.~~

5) ~~Savanna Ordnance Depot - scull boat hunting for waterfowl is permitted but hunters must not get closer than 200 yards from a permanent duck blind or in areas posted as closed to scull hunters.~~

6) Red's Landing - that portion of Red's Landing that is north of the access road will be noted as a walk-in area only; during the regular duck season, no permanent blinds. This area will be closed to trespassing 3 days prior to duck season. Waterfowl hunting will be permitted during the regular duck season. Daily hunting hours will be legal opening until 1:00 p.m. CST.

- d) Special access restrictions are at the following sites:

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~~Savanna Ordnance Depot Blandin Wildlife Area (boat access only)~~

- e) No more than 4 persons shall occupy a blind at one time except on Mississippi River Pools 16, 17, 18, 21, 22 and 24 and ~~Savanna Ordnance Depot Blandin Wildlife Area.~~

- f) Previous year's blind builders shall have until the date listed in parentheses of the following year to salvage materials from blind sites. After this date, all materials shall become the property of the Department or the new blind builder, as determined by the site manager, except as noted in parentheses.

~~Blandin Wildlife Area (7 days after current year's drawing)~~
Chain O'Lakes (7 days after current year's drawing; except blind numbers 23, 24, 25, 26 and 27 must be removed in their entirety by May 1.)

Des Plaines River (February 1)

Fuller Lake (7 days after the current year's drawing)

Helmhold Slough (7 days after the current year's drawing)

Illinois River Pool 26 (7 days after the current year's drawing)

Kankakee River (February 1)

Lake Sinissippi (blind drawing date; except blind numbers 1, 2, 3, 4, 13, 14, 15, 16, 20, 21, 26, 27, 28, 29, 30, 31 and 32 must be removed in their entirety by May 1)

Marshall County Conservation Area - Sparland Unit (February 1)
Mississippi River Pools 16, 17, 18, 21, 22, 24, 25, 26, (7 days after the current year's drawing)

Pekin Lake (the blind drawing date)

Piasa (7 days after the current year's drawing)

Red's Landing (7 days after the current year's drawing)

Redwing Slough/Deer Lake (February 1; access for blind removal by appointment with site manager)

Riprap Landing (7 days after the current year's drawing)

~~Savanna Ordnance Depot (7 days after the current year's drawing)~~

Starved Rock State Park (February 1)

William Powers (February 1)

- g) Blind sites shall be allocated for the period as noted by a public drawing at:

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Blanding Wildlife Area (1 year)

Chain O'Lakes (1 year)

Des Plaines River (1 year)

Hembold Slough and Fuller Lake (3 years)

Horseshoe Lake State Park (Madison County) (1 year)

Illinois River Pool 26 and Piassa Island (3 years)

Kankakee River (1 year)

Lake Sinnissippi (1 year)

Marshall County Conservation Area - Sparland Unit (1 year)

Mississippi River Pools 16, 17, 18, 21, 22, 24, (2 years)

Mississippi River Pools 25, 26 (3 years)

Pekin Lake (1 year)

Red's Landing and Riprap Landing (3 years)

Redwing Slough/Deer Lake (1 year)

Savanna Ordnance Depot (1 year)

Starved Rock State Park (1 year)

William Powers (1 year)

- h) Re-registration Process for "2 year" and "3 year" Blind Allocation Sites.

- 1) Mississippi River Pools 21, 22, 24, 25 and 26, Illinois River Pool 26, Fuller Lake, Helmbold Slough, Red's Landing, Riprap Landing and Piassa

In those years when blind sites are allocated by re-registration, at least one of last year's registered blind builders from each blind site must be present in order to re-register that blind site. Registrant must be over 16 years of age and have in his possession the current year's Illinois hunting license for himself and his blind partners. Failure to re-register during prescribed period shall result in loss of blind site.

- 2) Blind builders may not be added or transferred to another blind after the initial blind registration has occurred.

- 3) Mississippi River Pools 16, 17 and 18

Blind builders must re-register blinds by mail or phone for the second year of the 2 year allocation. Blinds not re-registered prior to 2 weeks before duck season will be

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allocated for the second year of the 2 year period on a first-come, first-serve basis, by calling the District Wildlife Manager, beginning 2 weeks before duck season from 9 a.m. to 12 noon.

i)

At William Powers, fishing from boats during waterfowl season is unlawful. Fishing from the shore in areas posted as waterfowl hunting areas during waterfowl hunting season is unlawful.

j)

Blind winners on the following sites will be provided forms for the purpose of maintaining waterfowl harvest records. The forms must be completed and returned within 15 days after the close of the site's waterfowl season or the blind builder and partners for that blind shall not be allowed to be a blind builder or partner at these sites for the following year.

Chain of Lakes State Park

Des Plaines Conservation Area

Kankakee River State Park

Redwing Slough/Deer Lake

William Powers Conservation Area

(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 590.60 Various Other Department Sites - Duck, Goose and Coot Hunting

- a) Sites covered in this Section conform to Statewide Regulations (Section 590.10) and General Department Regulations (Section 590.30), except as noted in the remainder of this Section. These sites are:

Braidwood Lake

Cache River State Natural Area

Campbell Pond Wildlife Management Area

Carlyle Lake Project Lands and Waters

Cedar Lake

Chauncey Marsh

Clinton Lake State Recreation Area

Crab Orchard Refuge

Dog Island Wildlife Management Area

Donnelley State Wildlife Area

Eldon Hazlet State Park

Fox Ridge State Park

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Ft. de Chartres Historic Site

Heidecke State Fish and Wildlife Area and Powerton Lake

Horseshoe Lake Conservation Area (Alexander County) Daily Drawing Waterfowl Hunting Area only

Horseshoe Lake Conservation Area (Alexander County) Public Hunting Area

Horseshoe Lake State Recreation Area Park (Madison County)

~~Joliet Army Ammunition Plant~~

Kaskaskia River Fish and Wildlife Area

Kidd Lake State Natural Area (no permanent blinds allowed)

Kinkaid Lake Fish and Wildlife Area

Lake Shelbyville

Lake Shelbyville Fish and Wildlife Management Area

~~LaSalle-Fish-and-Wildlife Area~~

Mermet Lake Conservation Area

Mississippi River Area Fish and Wildlife Area

Oakford Conservation Area

Pike County Conservation Area

Powerton Lake (Regulations combined with Heidecke Lake)

Rend Lake Project Lands and Waters

Rice Lake Conservation Area

Saline County Conservation Area

Sanganois Conservation Area

Sangchris Lake State Park

Shawnee National Forest, Bluff Lake

Shawnee National Forest, LaRue Scatters

Shawnee National Forest, Oakwood Bottoms (West of the Big Muddy Levee)

Stephen A. Forbes State Park

Ten Mile Creek State Fish and Wildlife Area

Turkey Bluffs Fish and Wildlife Area (All hunters must sign in

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and out and report kill; no permanent blinds allowed)

Union County Conservation Area (firing line Waterfowl Management Area)

b) Site specific regulations

1) Braidwood Lake

A) Definitions:

i) Boat blind (water blind) - a portable form of boat which must be completely concealed (including final brushing) before entering the area.

ii) Water blind site - a position within 50 yards of a numbered stake or buoy, or a position between two like-numbered buoys, where a blind may be located.

iii) Daily draw - procedure by which blinds or blind sites are allocated daily.

iv) Refuge - an inviolate area on which all hunters and the general public may not trespass.

B) Waterfowl hunting shall be permitted on Department leased or managed lands and waters only at designated blind sites.

C) Water blind sites shall be determined by the Department of Conservation and marked with a numbered stake or buoy.

D) Blind sites shall be allocated on a daily draw basis conducted at the check stations 90 minutes before hunting time. Hunters shall register as parties for the drawing; each party drawn will be allowed to select blind site in order drawn; only those hunters registered in party shall be allowed to hunt with their party; no more than three hunters per party; persons under the age of 16 shall not be allowed to hunt unless accompanied by an adult.

E) Blind sites not selected during the drawing shall be allocated on a first-come, first-served basis. Vacant blind sites shall be allocated 90 minutes after legal hunting time. No blind sites shall be allocated after 9:00 a.m.

F) Hunters wishing to move to another blind site must report this move to the check station attendant, in person, before such a move, except that after 10:00 a.m. daily, hunters may move to a vacant blind site without notifying attendant, but such a move must be reported when checking out.

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- G) Hunting shall be from boat blinds with a minimum length of 16 feet and a minimum 60-inch beam, and must have a gas-powered motor.
- H) Access to blind sites shall be by boat only and from designated boat launch sites.
- I) No more than 3 persons shall use one blind. Portable boat blinds must have been completed, including final brushing, before entering the area, and be removed at the end of each hunting day.
- J) Daily hunting hours will be legal opening time to 12:00 Noon. Upon vacating blinds, all hunters must report to the check station within 1 hour. At this time, waterfowl bagged must be checked in and displayed to the station operator and hunting licenses returned.
- K) Each hunting party is required to hunt over a minimum of 12 decoys. Decoys must be picked up immediately after the hunt is over.
- L) No unauthorized pits or blinds shall be built on Department leased or managed land or water.
- M) Braidwood Lake shall be closed to all fishing and boat traffic from 2 weeks prior to duck season through the day before duck season and be closed to all fishing during waterfowl seasons commencing with duck season.
- N) No hunting allowed on Monday and Tuesday.
- O) Layout boats approved in advance by the site superintendent shall be permitted. A layout boat is defined as a non-motorized, flat bottom, low profile boat in which the sides are continuous with the front deck and slope inward toward the opening rather than the usual outward slope. Such layout boats must be attended at all times by a nonhunting tender boat that is at least 16 feet with a 60 inch beam. Layout boats are restricted to open water blind sites. Tender boats must anchor as close as possible to the designated tender boat location.
- P) No guns may be carried from water blinds to retrieve waterfowl that fall on land.
- Q) Hunting is closed on Christmas Day.
- R) All water areas not posted with blind site numbers shall be refuge and are closed to all boat traffic except by authorized personnel.
- S) It is unlawful to shoot across any dike.
- T) Waterfowl hunting closes at the end of duck or goose season, whichever is later. No goose hunting during goose seasons held prior to duck season is permitted.

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- U) In the event of adverse water and/or weather conditions, such as flooding, high winds, or heavy fog, hunting shall be prohibited.
- 2) Cache River State Natural Area
- A) No permanent blinds or pits may be constructed or dug at any time. All blinds must be of a portable nature or be established with natural vegetation and must be removed or dismantled at the end of the day's hunt. Cutting of live trees and shrubs on the area is prohibited.
- B) Dedicated Nature Preserve areas are closed to hunting.
- 3) Campbell Pond Wildlife Management Area
- All blinds must be of a portable nature and constructed with natural vegetation at the blind site and must be removed or dismantled at the end of the day's hunt.
- 4) Carlyle Lake Project Lands and Waters
- A) Hunting hours for waterfowl are statewide opening hour until 1:00 p.m.
- B) Waterfowl and coot hunting only shall be permitted in the subimpoundment area except in clearly posted rest areas or developed recreation areas, or within 500 feet of construction sites or developed recreation areas during waterfowl season.
- C) No permanent blinds, goose pits, or other structural works may be constructed or dug on State managed lands at any time, except that the U.S. Army Corps of Engineers may build permanent blinds for disabled or handicapped hunters. All other blinds must be portable in nature or constructed of natural vegetation located at the blind site, and must be removed at the end of the day's hunt.
- D) It is unlawful to enter the subimpoundment area during the 3 days prior to the opening of waterfowl hunting season. No one may enter the subimpoundment area before 4:30 a.m. each day of the waterfowl hunting season, and no one may remain in the area after 3:00 p.m. each day of the waterfowl hunting season. The subimpoundment area is defined as that area bordered by the Kaskaskia River on the east and south and extending north and west to the Carlyle Lake project boundary, and includes impoundment areas 1, 2, 3, and 4 and the Hurricane Creek Area as defined in subsection 590.60(b)(4)(H).
- E) ~~No one may enter or remain on the waters of Carlyle Lake from 12:00 a.m. (midnight) to 3:00 a.m. each day of the waterfowl hunting season. No waterfowl hunter may remain in the area after 3:00 p.m. each day of the waterfowl hunting season. The waters of Carlyle Lake include are defined as the lake and that portion of the~~

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Kaskaskia River, northfork, eastfork and Hurricane Creek that are within the boundaries of the Carlyle Lake property.

F) Individual float tubes (not to exceed 42" diameter) and capable of supporting only one person may be used.

G) Only walk-in hunting shall be permitted in the subimpoundment areas. When the water level in the subimpoundment area is too high (due to flooding) to allow walk-in hunting, Department of Conservation personnel shall post that the area is open to boats and will designate boat launching locations. Boats and electric trolling motors only are allowed only at these times in the subimpoundment areas.

H) In the subimpoundment areas, compartments 3 and 4 will be waterfowl rest areas during the entire waterfowl season. No waterfowl hunting shall be permitted on Hurricane Creek or in the Hurricane Creek area which is defined as the area bordered by the Kaskaskia River on the south, D levee on the west, the Texas Oil Company Pipeline on the north, and C levee on the east. No hunting within 50 yards of D levee (which surrounds subimpoundment 3) or F levee (which contains subimpoundment 4) is permitted. No trespassing will be allowed. At the close of duck hunting season, known eagle protection areas will be posted by the Site Superintendent and will be closed to goose hunting.

I) Each hunting party is required to hunt over a minimum of 12 decoys. Decoys shall not be left out unattended or after 3:00 p.m. each day of the waterfowl season.

J) A minimum of 200 yards shall be maintained between waterfowl hunting parties. (A hunting party shall be defined as an individual, or group of hunters occupying a single boat, blind, or hunting site).

K) No person shall tamper or attempt to manipulate any of the gates, pumps, or structures in the subimpoundment area.

L) No motor driven vehicles are allowed in the subimpoundment area except those operated by Department of Conservation or Corps of Engineers personnel.

M) ~~Subimpoundment area waterfowl regulations apply in the East Side Management area for waterfowl hunting. No waterfowl hunting shall be permitted in the Hurricane Creek Area.~~

N) All waterfowl hunters must register prior to hunting each day of the waterfowl hunting season at the nearest registration box located at the access parking lot. All hunters must sign out and record their harvest at the end of each day of hunting before they exit the area.

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5) Cedar Lake

All blinds must be of a portable nature and constructed with natural vegetation at the blind site and must be removed or dismantled at the end of the day's hunt.

6) Chauncey Marsh

A) Permit required, may be obtained at Red Hills State Park Headquarters and must be returned by February 15.

B) No permanent blinds or pits may be constructed or dug at any time. All blinds must be of a portable nature or be established with natural vegetation and must be removed or dismantled at the end of the day's hunt. Cutting of live trees is prohibited.

C) Dedicated Nature Preserve area is closed to hunting.

7) Clinton Lake

A) Hunters must obtain free permit from site office prior to hunting; hunters must return the permit and report harvest by February 15 of following year or hunting privileges for following season shall be forfeited.

B) Hunting is allowed only from anchored portable boat blinds except no waterfowl hunting is permitted in the area extending from a line between the west side boat ramp and the southern-most point of the central peninsula to the Davenport Bridge, and within 200 yards of developed recreation areas, construction and industrial sites, or within 300 yards of electrical power lines.

C) Hunting parties must maintain a minimum distance of 200 yards apart.

D) No more than 3 persons shall occupy or use a portable boat blind.

E) Portable boat blinds must have been completed, including final brushing, before entering the water and must be removed at the end of each hunting day.

F) Each hunting party is required to hunt over a minimum of 12 decoys.

8) Dog Island Wildlife Management Area

All blinds must be of a portable nature and constructed with natural vegetation at the blind site and must be removed or dismantled at the end of the day's hunt.

9) Donnelley State Wildlife Area

A) Hunting is prohibited on Tuesdays and Wednesdays and on November 14, 1993 the third Sunday of the central zone

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- duck season except as indicated in Section 590.26.
- B) Hunting hours are from sunrise to 12 Noon.
 - C) Goose hunting is prohibited after the close of the duck season.
 - D) All hunting shall be from designated blinds only. Refilling or changing blinds is not permitted.
 - E) All hunters must report to the check station to fill out an information card and turn in hunting licenses or Firearm Owner's Identification Cards before proceeding to blinds.
 - F) \$10.00 daily usage stamp must be purchased to hunt this area.
 - G) No outboard motors are allowed by public - only by authorized DOC personnel.
 - H) No more than 3 persons shall occupy a blind at any one time.
 - I) All parties are required to report to check station within 1 hour after termination of hunt or no later than 1 p.m.
 - J) All parties must hunt over a minimum of 12 decoys and a maximum of 48 decoys which must be removed upon the termination of the hunt.
 - K) The first weekend and the third Saturday of the waterfowl season shall be designated as youth hunt days. This shall consist of youth or youths 15 and under plus one adult per blind. There shall be no charge for the youth on these days. Those blinds not allocated to youths shall be available to adults on those days.
 - L) One blind shall be made available by priority claim to "disabled" persons (as defined in Section 5/2.33 of the Wildlife Code).
- 10) Eldon Hazlet State Park
- A) Hunting hours close at 1:00 p.m.
 - B) Waterfowl and coot hunting shall be permitted except in clearly posted refuge areas or developed recreation areas, or within 500 feet of construction sites, developed recreation areas, fisheries rearing ponds, roadways, and residences.
- 11) Fox Ridge State Park
- A) Hunting restricted to Embarras River and its flood waters.

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- B) No permanent blinds of any kind or other structural works are permitted.
 - C) No pits shall be dug, built or occupied.
- 12) Fort de Chartres Historic Site
- A) No check station.
 - B) Hunting is allowed from anchored, portable boat blinds only on a first-come, first-served basis; no permanent blinds allowed.
 - C) Portable boat blinds must have been completed, including final brushing, before entering the area and must be removed at the end of each hunting day.
 - D) Hunting parties must maintain a minimum distance of 200 yards apart.
 - E) Each hunting party is required to hunt over a minimum of 12 decoys which must be removed at the end of each hunting day.
 - F) No hunting is allowed during firearm deer season.
- 13) Heidecke State Fish and Wildlife Area and Powerton Lake
- A) Definitions:
- i) Boat blind (water blind) - a portable form of boat which must be completely concealed (including final brushing) before entering the area. ~~The boat blind and all blind materials must be removed at the end of each hunting day.~~
 - ii) Water blind site - a position within 10 yards of a numbered stake or buoy where a blind may be located.
 - iii) Daily draw - procedure by which blinds or blind sites are allocated daily.
 - iv) Refuge - an inviolate area on which all hunters and the general public may not trespass.
- B) Waterfowl hunting shall be permitted on Department leased or managed lands and waters only at designated blind sites.
- C) Water blind sites shall be determined by the Department of Conservation and marked with a numbered stake or buoy.
- D) Blind sites shall be allocated on a daily draw basis conducted at the check stations 9060 minutes before hunting time at ~~Heidecke State Fish and Wildlife Area and 60 minutes before hunting time at Powerton Lake.~~ At

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Heidecke Lake hunters shall register as parties for the drawing; each party drawn shall be allowed to select blind site in order drawn; only those hunters registered in party shall be allowed to hunt with their party; no more than three hunters per party; persons under the age of 16 shall not be allowed to hunt unless accompanied by an adult.

E) Blind sites not selected during the drawing shall be allocated on a first-come, first-served basis. Vacant blind sites shall not be allocated after the drawing until one hour after legal hunting time. No blind sites shall be allocated after the drawing until one hour after legal hunting time. No blind sites shall be allocated after 10:00 a.m.

F) Hunters wishing to move to another blind site must report this move to the check station attendant, in person, before such a move.

~~G) Hunting must be from boat blinds only.~~

~~H) Access to water blind sites must be by boat only and from designated boat launch sites.~~

~~I) All water hunting must be from portable boat blind, within 10 yards of the assigned numbered stake or buoy. No more than 3 persons shall use one blind. Portable boat blinds must have been completed, including final brushing, before entering the area, and be removed at the end of each hunting day.~~

~~J) Daily hunting hours shall be legal opening time to 12:00 Noon. Upon vacating blinds, all hunters must report to the check station within 1 hour. At this time, waterfowl bagged must be checked in and displayed to the station operator and hunting licenses returned.~~

~~K) Each hunting party is required to hunt over a minimum of 12 decoys. Decoys must be picked up immediately after the hunt is over.~~

~~L) No unauthorized pits or blinds shall be built on Department leased or managed land or water.~~

~~M) Heidecke Lake shall be closed to all fishing and boat traffic except for legal waterfowl hunters from 2 weeks prior to duck season until the close of the waterfowl season. Powerton Lake shall be closed to boat traffic from October 1 to February 15, except for legal waterfowl hunters; and closed to all unauthorized entry during the waterfowl season.~~

~~N) No hunting on Monday and Tuesday at Heidecke Lake. No hunting at Powerton Lake on Monday through Thursday except hunting permitted on state holidays.~~

~~O) It is unlawful to hunt waterfowl on the water area in~~

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any watercraft less than 16 feet long and 60 inches in beam and without a gas-powered motor; however, layout boats approved in advance by the site superintendent will be permitted. A layout boat is defined as a nonmotorized, flat bottom, low profile boat in which the sides are continuous with the front deck and slope inward toward the opening rather than the usual outward slope. Such layout boats must be attended at all times by a nonhunting tender boat that is at least 16 feet with a 60 inch beam and is powered by a gasoline motor. Layout boats are restricted to open water blind sites. Tender boats must anchor as close as possible to the center dike.

~~P) No guns may be carried from water blinds to retrieve waterfowl that fall on land.~~

~~Q) Hunting is closed on Christmas Day.~~

~~R) All water areas not posted with blind site numbers shall be refuge and are closed to all boat traffic except by authorized personnel.~~

~~S) It is unlawful to shoot across any dike at Heidecke Lake.~~

~~T) Waterfowl hunting shall close with the conclusion of the duck season at Powerton Lake. At Heidecke Lake, waterfowl hunting closes at the end of duck or goose season, whichever is later. No goose hunting is allowed prior to duck season at Powerton Lake.~~

~~U) In the event of adverse water and/or weather conditions, such as flooding, high winds, or heavy fog, hunting will be prohibited.~~

~~V) Horseshoe Lake (Alexander County) Daily Drawing Waterfowl Hunting Area Only~~

~~A) Waterfowl hunting shall be permitted only during goose season, except that no hunting is allowed on Mondays, Tuesdays or December 24, 25, 26 and 28 on the day of the youth goose hunt (this site shall be open only for the Illinois Youth Goose Hunt on the first weekday after December 26 other than a Monday-December 28, pursuant to Section 590.25).~~

~~B) Hunting shall be done from assigned blinds only.~~

~~C) A daily drawing for assigned blind sites will be held 60 minutes prior to legal hunting hours each day hunting is allowed. For the drawing, hunters must register as a party; no more than two people per party are permitted.~~

~~D) Hunters must deposit their license prior to going to their blinds.~~

~~E) Hunters must park in assigned, designated areas only.~~

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- F) Hunters must hunt over a minimum of 12 Canada goose decoys.
- G) Daily hunting hours will be from sunrise to 12 Noon; hunters must return to the check station and report their harvest by 1:00 p.m.
- H) Hunters may not possess more than 5 shells for each Canada goose or subspecies allowed in the daily bag.
- I) Hunters cannot move from blind to blind, nor leave the assigned blind to shoot crippled geese; hunters may leave the assigned blind to retrieve crippled geese, but must leave their guns in the blind.

15) Horseshoe Lake (Alexander County) Public Hunting Area

- A) No permanent blinds may be built.
- B) Daily hunting hours close at 12:00 Noon.

16) Horseshoe Lake State Recreation Area Park (Madison County) and Mississippi River Area Fish and Wildlife Area (includes Batchtown, Calhoun Point, Glades, Godar-Diamond, Stump Lake, Fuller Lake, Helmbold Slough, Piasa, Red's Landing, Illinois River Pool 26, Riprap Landing and Mississippi River Pools 25 and 26.)

- A) A pothole cleared of all weeds and brush for a 40 yard radius is required around all blind sites.
- B) Blinds must be completed, including final brushing, 4 weeks in advance of the opening date of waterfowl season, after which time the Department of Conservation shall inspect all blinds and blind sites and issue blind registration cards to those which pass inspection.
- C) Sites on which blinds have not been built, as well as sites on which blinds of an unsatisfactory quality have been built, and have failed the inspection pursuant to Section 590.30(e), shall be given one week to correct deficiencies. Blinds failing the second inspection shall be reassigned to alternates selected at a drawing or by a first-come allocation held on a day publicly announced by the Department. All reassigned blinds must be completed, including final brushing, in advance of the opening date of the waterfowl season.

17) Joliet Army Ammunition Plant

~~If negotiations between the Department and the United States Army are successfully concluded in time to have duck, geese and goose seasons at this site, regulations and requirements shall be publicly announced.~~

- A) Waterfowl hunting hours are from statewide opening until 12 noon, with checkout by 1:00 p.m. A daily drawing will be held at the check station 60 minutes prior to

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legal hunting hours on each day hunting is allowed. A daily fee of \$5.00 per person will be charged for waterfowl hunting.

- B) Only walk-in hunting will be permitted; blinds must be portable in nature or constructed of natural materials located at the blind site, and must be removed at the end of the day's hunt. A maximum of 3 hunters per blind will be allowed.

- C) The site shall be closed to waterfowl hunting on Mondays, Tuesdays, Fridays, Thanksgiving, Christmas, New Year's Day, and during site firearms deer hunts.

- D) Waterfowl hunters must hunt within 50 feet of the blind location marker. All movement on-site must be directly between the check station and blind location. Entry into restricted areas shall result in the loss of hunting privileges at the site for the remainder of that season.

18) Kaskaskia River Fish and Wildlife Area

- A) Hunting hours are statewide opening hour until 1:00 p.m. during the waterfowl hunting season. No waterfowl hunters may remain in the area after 3:00 p.m. For those lands lying south of Illinois Route 154 and north of Illinois Route 13, the legal hunting hours shall be from statewide opening hour until statewide closing hour. ~~Goose hunting hours end at 1:00 p.m.~~
- B) All waterfowl hunting parties must use at least 12 decoys and hunt at least 200 yards from the next hunting party.
- C) No permanent blinds allowed on the area. No one has any prior claim or right to any blind site. First-come, first-served rule prevails. Blinds shall be of a portable nature or constructed with natural vegetation located at the blind site and must be removed or dismantled at the end of each day's hunt.
- D) It is unlawful to leave duck and goose decoys unattended. Decoys must be picked up at the end of each day's hunt.
- E) No one under 16 years of age shall hunt or attempt to hunt on the area unless accompanied by an adult due to safety factors.
- F) The following regulations apply to the Doza Creek Waterfowl Management Area:
- i) This area shall be closed to all public use 3 days prior to waterfowl hunting season. No waterfowl hunters may enter the area before 3:00 a.m. each day of the waterfowl hunting season. No waterfowl hunters may remain in the area after

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3:00 p.m.

- ii) ~~Waterfowl and~~ Only waterfowl, coot and archery deer ~~as provided by administrative rule~~ hunting ~~only~~ allowed in this area during the duck hunting season; goose hunting is closed during the second firearm deer season if the ~~latter~~ second firearm deer season occurs after duck season.

19) Kinkaid Lake Fish & Wildlife Area

- A) No permanent blinds.
B) Temporary blinds only.
C) 200 yards apart

20) Lake DePue (walk-in area)

- A) Blinds will be allocated by a daily drawing held 1 hour before hunting time.
B) Hunting hours are from sunrise to 12 noon daily.
C) All hunting shall be from designated blinds only.
D) Refilling or changing blinds will not be permitted.
E) Goose hunting is prohibited after the close of the duck season.
F) All parties must hunt over a minimum of 12 decoys.
G) No boats are allowed in the walk in area.
H) The walk-in area will be closed to hunting on November 14 (this is to accommodate the Youth Duck Hunt).
I) All parties are required to report to the check station within 1 hour after termination of hunt or no later than 1 p.m.

21) Lake Shelbyville West Okaw and Kaskaskia Fish and Wildlife Area

- A) Waterfowl hunting shall be permitted as described below except in duly posted restricted and "No Hunting" areas.
B) Waterfowl hunting in the Fish Hook, the North Dunn, the McGee, and the Jonathan Creek Waterfowl Areas shall be allotted by a daily drawing from opening day through the first Saturday and Sunday of the regular waterfowl season. Parties must register for drawings between 4:00 a.m. and 5:00 a.m. Central Daylight Time (3:00 a.m. and 4:00 a.m. Central Standard Time) on those days. Each party drawn shall be allowed to choose one of the staked sites in the waterfowl area. Parties must select sites in the order they are drawn. Maximum party size is 4

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persons. In addition, the following regulations shall apply:

- i) All parties must hunt within 10 yards of their assigned stake.
ii) All parties must be in place by one-half hour before hunting time.
iii) All parties are required to report their harvest by 2:00 p.m. following each hunt.
C) Hunting in the Jonathan Creek, North Dunn and McGee Waterfowl Areas shall be restricted to designated, staked sites on a first-come, first-served basis except as noted in subsections (A) and (B) above. A hunting party must hunt within 10 yards of the stake.
D) Daily hunting hours shall be from legal opening to 1:00 p.m.
E) Waterfowl hunters must maintain a distance of 200 yards between parties except as described in subsection (B) above.
F) Each hunting party in the Fish Hook, Dunn, Jonathan Creek and McGee Waterfowl Areas are required to hunt over a minimum of 12 decoys.
G) The building of permanent blinds of any kind or other structural works is prohibited. All blinds must be of a portable nature or constructed with natural vegetation located at the blind site and must be removed or dismantled at the end of the day's hunt.
H) No goose pits shall be built or dug.
I) Motors of over 10 horsepower shall not be operated in the Fish Hook, Jonathan Creek, Dunn, and McGee Waterfowl Areas.
J) Waterfowl hunting only is permitted in the Fish Hook, Dunn, Jonathan Creek and McGee Waterfowl Areas during the regular waterfowl season, except that pheasant, rabbit and quail hunting is permitted after 1:00 p.m. daily beginning the day after the close of the Central Zone Duck Season.
K) During the regular waterfowl season, no bank or boat fishing shall be permitted on the Kaskaskia River from the Strickland Boat Access north to the Illinois Central Railroad bridge from one-half hour before sunrise until 1:00 p.m.
L) A free permit is required, which is obtained from the site office. Permits must be in possession while hunting waterfowl. The permit must be returned and harvest reported by February 15 or the hunter will

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forfeit his hunting privileges at this site for the following year.

- 22) Meredonia Lake - Cass County Portion Only (meandered waters only) (all boat traffic is prohibited from operating on meandered waters (except non-motorized boats may be used to assist in the retrieval of waterfowl shot from private land) from the period from one week before waterfowl season opens until the season closes, hunting and/or any other activity is prohibited during the period from one week before waterfowl season opens until the season closes)

22+23) Mermet

- A) Waterfowl hunting shall be permitted only during the duck hunting season.

- B) Hunting is allowed in both the walk-in and blind areas only. Those individuals wishing to hunt in the walk-in area are required to deposit their hunting licenses and register at the check station prior to entering the area. Individuals who wish to use the blind area are required to deposit their hunting licenses and participate in a daily drawing during which blinds shall be assigned. Hunting parties shall not change blinds without prior approval from the check station operator. Those persons exempted by law from having hunting licenses must deposit their Firearm Owner's Identification Cards.

- C) The daily drawing shall be held one hour prior to legal hunting time.

- D) All members of the hunting party shall register as a group (not to exceed 4 people per group) for the purpose of the drawing.

- E) Those hunters in the blind area shall park in designated areas. These parking areas shall be numbered to correspond with particular blind sites located along the levee road.

- F) In the blind area, a minimum of 12 decoys per blind is required while hunting waterfowl.

- G) Daily hunting hours shall be the legal opening until 12:00 Noon local time.

- H) All boats are prohibited from entering the duly posted waterfowl refuge (Main Lake) from October 1 until the close of the waterfowl season.

23) Mississippi River Area Fish and Wildlife Area

- A) ~~A pothole cleared of all weeds and brush for a 40-yard radius is required around all blind sites.~~

- B) ~~Blinds must be completed, including final brushing, 4~~

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~~will be in advance of the opening date of waterfowl season, after which time the Department of Conservation shall inspect all blinds and blind sites and issue blind registration cards to those which pass inspection.~~

- ~~C) Sites on which blinds have not been built, as well as sites on which blinds of an unsatisfactory quality have been built, and have failed the inspection pursuant to Section 590.60(c), shall be given one week to correct deficiencies. Blinds failing the second inspection shall be reassigned to alternates selected at a drawing on a day publicly announced by the Department. All reassigned blinds must be completed, including final brushing, in advance of the opening date of the waterfowl season.~~

24) Oakford Conservation Area

- A) All blinds must be portable. No permanent blinds.

- B) Waterfowl hunters must maintain a distance of 200 yards between hunting parties.

25) Pike County Conservation Area

- Statewide season regulations apply except that the season closes November 30 in Area A and December 15 in Area C, or the legal statewide closing, whichever is earlier.

26) Rend Lake Project Lands and Waters

- A) All blinds must be of a portable nature or constructed with natural vegetation located at the blind site and must be removed or dismantled at the end of the day's hunt.

- B) No goose pits or permanent blinds shall be dug or built on Project lands.

- C) All waterfowl hunters and all boats must be out of the Wildlife Management Areas Casey Fork and Big Muddy subimpoundments by 2:00 p.m. each day of the waterfowl season and not return until 4:30 a.m., except during the last 3 days of the Canada goose season, hunters must be out of the areas by one hour after sunset and not return until 4:30 a.m.

- D) No hunting permitted from the subimpoundment dams.

- E) No waterfowl hunting permitted within 200 yards of the refuge boundary, or within 100 yards of any private property boundary.

- F) The distance between waterfowl hunting parties shall be no less than 200 yards.

- G) No waterfowl hunting permitted within 200 yards of any

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- Whistling Wings Access Area daily drawing blind/pit.
- H) All boat traffic is prohibited from entering the duly posted waterfowl refuge and the subimpoundments from 2 weeks before waterfowl season until March 1 except that boats used by waterfowl hunters are permitted in the subimpoundments from 4:30 a.m. until 2 p.m. during the waterfowl season, except during the last 3 days of the Canada goose season, boats used by waterfowl hunters are permitted in the subimpoundments from 4:30 a.m. until one hour after sunset.
- I) All waterfowl hunters must sign in prior to hunting and sign out and report their harvest at the end of each day's hunt.
- J) Permanent blinds at the Whistling Wings Access Area shall be allocated by a daily drawing at 5:30 a.m.
- K) Each hunting party is required to hunt over a minimum of 12 decoys at each blind site, and all decoys must be picked up at the end of each day's hunt.
- L) Daily hunting hours for waterfowl shall be from legal opening time to 1:00 p.m., except during the last 3 days of Canada goose season, hunting shall close at sunset daily.
- M) The land portion of the Rend Lake Refuge is closed to trespassing during waterfowl season. The location of the Rend Lake Refuge is described as follows:
- i) Bounded on the south by a buoy line, approximating the Jefferson-Franklin County Line.
 - ii) Bounded on the east by a buoy line and/or signs approximating the channel of the Casey Fork Creek.
 - iii) Bounded on the west by a buoy line and/or signs approximating the channel of the Big Muddy River.
 - iv) Bounded on the north portion of the Big Muddy River by a buoy line and/or signs approximating a line which would extend west from Ina, Illinois.
 - v) Bounded on the north portion of the Casey Fork Creek by the Casey Fork Subimpoundment Dam.
 - vi) Bounded on Nason Point by refuge boundary signs at project limits.
- N) After the close of duck season, goose hunters may not possess more than 5 shotgun shells for each Canada Goose allowed in the daily bag.
- 27) Rice Lake (Walk-in and Copperas Creek Management Units)

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- A) Hunting shall be alternated between units every other day beginning with opening day at the walk-in unit, and shall be limited to 20 hunters per day.
- B) Hunters shall be determined by a daily drawing at the designated check station.
- C) Hunting hours shall be from legal opening time until 12:00 Noon.
- D) Walk-in hunting only.
- 28) Saline County Conservation Area
- A) Waterfowl hunting is allowed north of the township road only.
- B) Walk-in hunting only.
- 29) Sanganois Conservation Area (Walk-in Areas)
- A) Hunters using the walk-in areas shall use the check station at the headquarters area located 8 miles northwest of Chandlerville just off Route 78 or the check station on the west side of the Illinois River one mile north of Browning near Route 100.
- B) Walk-in waterfowl hunting shall be permitted only in the area posted for this purpose.
- C) All hunters using this walk-in area must report to the check station to fill out information cards and to turn in hunting licenses or Firearm Owner's Identification Cards before proceeding to area.
- D) Upon the completion of hunting, hunters must report to the check station within one hour.
- E) Fishing is prohibited in the impoundment areas during the waterfowl season.
- F) No person shall trespass on the Barkhausen Refuge during the period from October 1 through end of goose season.
- G) No person shall trespass on the Marion-Pickerel Waterfowl Refuge during the period from October 1 through the last day of the waterfowl season, unless prior permission for a specific reason (such as access to private land or to retrieve dead or wounded game) is granted by the site superintendent.
- H) Walk-in areas legal opening until 12:00 noon during duck season. When the central zone goose season extends beyond the duck season, goose hunting shall be permitted with statewide hunting hours in effect. Hunters need not occupy a blind. All hunting must be conducted within non-refuge areas.
- I) No hunting permitted from the walk-in areas

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subimpoundment levee.

- 30) Sangchris Lake State Park
- A) Hunting hours are legal opening until 12:00 Noon, except during the firearm deer season hunting hours shall cease at 10 a.m. and waterfowl hunters must be off the lake by 11 a.m. and during the last 3 days of Canada goose season, hunting hours will close at statewide closing. No waterfowl hunting the 1st day of firearm deer season in November or the 1st day of firearm deer season in December.
- B) Blind sites shall be allocated by a daily drawing to be conducted 90 minutes prior to hunting time. Blind sites not selected during the drawing (or in the event that personnel are not available to conduct the drawing) shall be allocated on a first-come, first-served basis. (During that portion of the goose season which follows the duck season, the west arm blind sites and east arm blind sites south of power lines shall be available for goose hunting and shall be allocated on a daily drawing basis to be held at 5:30 a.m. daily.)
- C) All hunting must be from registered blind sites only and hunters must occupy their blinds within one hour after registering at the check station.
- D) Upon vacating their blinds, hunters must place their completed harvest cards in the collection boxes located at either the east or west boatdock.
- E) There will be duly posted waterfowl refuges. These areas shall be closed to all boat traffic (except as allowed in Section 590.60(b)(25)(30)(K)) and boat fishing during the waterfowl season. Bank fishing along the dam shall be permitted.
- F) No more than 4 persons shall occupy a blind at one time.
- G) Waterfowl hunting shall be permitted on State leased lands and waters in the Sangchris Lake State Park area, except in duly posted refuge areas, developed recreation areas, a minimum of 300 yards from all high lines and 500 feet from construction or industrial sites. The center arm of the lake shall be closed to all waterfowl hunting.
- H) Blind sites shall be determined by the Department of Conservation and marked with a numbered stake. When it is deemed necessary, the Department of Conservation shall remove, move or close blind sites in order to carry out the operations of the overall management program.
- I) Hunters wishing to move to another blind location may do so after 10 a.m. providing they include the blind change on the harvest card and report their kill for each

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blind.

- J) Access to blind sites shall be by boat only and from designated boat launch sites. A corridor located north of the Middle Peninsula along the southern edge of the existing refuge will be established to provide access to either arm of the Lake.
- K) All hunting must be from 1 portable blind or 1 anchored portable boat blind located within a numbered cove and between the assigned numbered stakes. Portable blinds or boat blinds must have been completed, including final brushing, before entering the area, and removed at the end of each hunting day. Cutting of natural vegetation for any purpose is unlawful.
- L) Crippled waterfowl that fall on land, other than areas designated as refuge, shall be retrieved by foot. However, no gun may be carried while attempting to recover such birds.
- M) No pits or blinds shall be built on State leased or Commonwealth Edison land.
- N) Blind sites: A position between two like numbered stakes within a cove where a blind may be located.
- O) Corridor - Water travel lane, during waterfowl season only, for boating back and forth to blind sites.
- P) Fishing shall be prohibited in the east and west arms of the lake during the period from 10 days prior to the duck season through the end of the duck season. Fishing shall be prohibited in the west arm of the lake and the east arm of the lake south of the power lines during that portion of the goose season that follows the duck season.
- Q) Each party must hunt over a minimum of 12 decoys, and all decoys must be removed at the end of each day's hunt.
- R) When it is deemed necessary for public safety reasons, such as flooding, high winds, or heavy fog, the Department of Conservation will close the lake area to all fishing and all boating activity except for non-water hunting programs.
- S) During flood conditions, waterfowl hunters may hunt the tailwaters of Sangchris Lake dam including Clear Creek and the South Fork of the Sangamon River. Hunters must be at least 200 yards from the nearest hunting party. Hunting hours are legal opening until 12 noon, except during the firearm deer season when hunting hours cease at 10 a.m. and waterfowl hunters must be out of the area by 11 a.m. No waterfowl hunting on the first day of the November or December firearm deer seasons. Regulations in subsection 590.60(a)(30)(Q) also pertain to this

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hunting area.

- 31) Shawnee National Forest, Upper and Lower Bluff Lakes
- A) Goose hunting is prohibited.
 - B) Hunting hours: legal opening until noon.
 - C) No permanent blinds or other structures may be constructed on the site.
- 32) Shawnee National Forest, LaRue Scatters
- A) All hunting must be by walking in or in boats without motors.
 - B) Hunting hours for ~~all species~~ waterfowl in this area shall close at 12:00 Noon local time, ~~except bow hunting for deer shall be permitted in accordance with statewide deer hunting hours (17 Ill. Adm. Code 670).~~
 - C) Permanent blinds shall not be constructed in this area and all equipment used in the taking of waterfowl must be removed at the end of each hunting day.
- 33) Shawnee National Forest, Oakwood Bottoms (Green Tree Reservoir west of the Big Muddy levee)
- A) All hunting must be by walking into the area.
 - B) Hunting hours for ~~all species~~ waterfowl on this area shall close at 12:00 Noon local time, ~~except bow hunting for deer shall be permitted in accordance with statewide deer hunting hours (17 Ill. Adm. Code 670).~~
 - C) Permanent blinds shall not be constructed in this area and all equipment used in the taking of waterfowl must be removed at the end of each hunting day.
 - D) Each hunting party must hunt over a minimum of 12 decoys in Compartments 19, 20 and 21.
 - E) No person shall tamper with or attempt to manipulate any of the gates, pumps or structures in the sub-impoundment area.
- 34) Stephen A. Forbes
- A) Daily hunting hours are legal open to 1:00 p.m.
 - B) On the main lake hunting is allowed from a boat blind only and must be within 100 yards of a staked location.
 - C) Only walk-in hunting is allowed in the sub-impoundment. Hunting must occur within 100 yards of a staked location.
 - D) Hunting shall be allowed on a first-come, first-served

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basis. All hunters must use 12 decoys, minimum.

- 35) Sunspot Mine (Schuyler and Fulton Counties)
- A) No permanent blinds may be built.
 - B) Temporary blinds only, 200 yards apart.
- 36) Ten Mile Creek Fish and Wildlife Area
- A) ~~Permit required.~~ Waterfowl hunters must obtain permit prior to hunting. Permits must be returned by February 15 to the District Wildlife Manager, P.O. Box 313, Olney, IL 62450.
 - B) All blinds must be of portable nature or constructed with natural vegetation located at the blind site and must be removed or dismantled at the end of the day's hunt.
 - C) No goose pits or permanent blinds shall be dug or built on State lands.
 - D) The distance between waterfowl hunting parties or blind sites shall be no less than 200 yards.
 - E) ~~Waterfowl hunters must obtain permit prior to hunting.~~
 - F) Each hunting party is required to hunt over a minimum of 12 decoys at each blind site, and all decoys must be picked up at the end of each day's hunt.
 - G) Areas designated as REFUGE are closed to all access during the Canada Goose Season only. REFUGE designation has been given to ~~all land in Unit~~ that part of the Belle Rive unit that lies south of Auxier Creek and is posted as refuge, and the 260250 acre tract at the western edge of Unit 11 the Eads Mine unit.
 - H) After the close of duck season, goose hunters in that portion of Ten Mile Creek that lies in the Rend Lake Quota Zone may not possess more than 5 shotgun shells for each Canada Goose allowed in the daily bag.
- 37) Union County (Firing Line Waterfowl Management Area)
- A) It shall be unlawful to take a gun beyond the posted boundary while retrieving crippled geese.
 - B) This area shall be closed at 12 noon during the goose season.
 - C) Hunters may not possess more than 5 shells for each Canada Goose allowed in the daily bag.
 - D) Waterfowl hunting from staked sites only.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

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- 1) Heading of Part: Groundwater Quality
- 2) Code Citation: 35 Ill. Adm. Code: 620
- 3) Section Numbers: Proposed Action:
- | | |
|---------|-------|
| 620.125 | Amend |
| 620.210 | Amend |
| 620.260 | Amend |
| 620.302 | Amend |
| 620.310 | Amend |
| 620.410 | Amend |
| 620.420 | Amend |
| 620.605 | Amend |

- 4) Statutory Authority: Implementing and authorized by Section 8 of the Illinois Groundwater Protection Act Ill. Rev. Stat. 1991, ch. 111 1/2, par. 7458 [415 ILCS 55/8 (1992)] and Section 27 of the Illinois Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 1027) [415 ILCS 5/27 (1992)].

- 5) A Complete Description of the Subjects and Issues Involved:

This rulemaking is in response to new National Primary Drinking Water Standards that were adopted by the United States Environmental Protection Agency (USEPA) for certain constituents as part of the USEPA's Phase V rule. On July 17, 1992, USEPA promulgated new maximum contaminant levels (MCLs) under the requirements of the Safe Drinking Water Act (42 U.S.C. § 300f (1989)). Section 8 of the Illinois Groundwater Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 7458) [415 ILCS 55/8 (1992)] (IGPA) requires the Illinois Environmental Protection Agency (Agency) to propose to the Illinois Pollution Control Board comprehensive groundwater quality standards for chemicals found in the State's groundwater that have been found to cause adverse human health effects. The Board adopted these Groundwater Quality Standards, 35 Ill. Adm. Code 620, effective November 25, 1991 (15 Ill. Reg. 17614, December 6, 1991.) Certain constituents for which USEPA has now established the new MCLs have been found by the Agency to be contained in Illinois groundwater. Therefore, these constituents are being added to the Groundwater Quality Standards at appropriate Sections within Part 620. Other minor typographical corrections are also proposed.

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Interested persons may also request a copy of the Board's March 17, 1994 Opinion and Order by calling 312-814-3620. Please refer to Docket #R93-27.

- 6) Will this proposed rule replace an emergency rule currently in effect? Yes ☒ No ☐
- 7) Does this rulemaking contain an automatic repeal date? Yes ☐ No ☒
- 8) Does this proposed rule (amendment, repealer) contain incorporations by reference?
X Yes ☐ No ☐
- 9) Are there any other proposed amendments pending on this Part? Yes ☒ No ☐
- 10) Statement of Statewide Policy Objectives: This rulemaking does not create or expand a mandate under Section 3 of the State Mandates Act (Ill. Rev. Stat. 1991, ch. 85, par. 2203) [30 ILCS 805/3 (1992)].
- 11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: The Board will accept written public comment for a period of 45 days after the date of publication in the Illinois Register. Comments should reference docket R93-27 and be sent to:

Dorothy M. Gunn, Clerk
IL Pollution Control Board
James R. Thompson Center
100 W. Randolph Street
Suite 11-500
Chicago IL 60601

Copies of comments should also be sent to:

Stephen C. Ewart
Deputy Counsel
IL Environmental Protection
Agency
2200 Churchill Road
Springfield IL 62706

Kathy Hodge
Hodge and Dwyer
808 South Second Street
Springfield IL 62704

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12) Initial Regulatory Flexibility Analysis:

A) Date rule was submitted to the Business Assistance Office of the Department of Commerce and Community Affairs: March 17, 1994

B) Types of small businesses affected:

Those small businesses that operate landfills, hazardous substance storage facilities, treatment storage and disposal facilities for organic solvents and heavy metals; agricultural chemical facilities; those who utilize underground storage tanks; those who store petroleum and salt piles; those who treat sewage. Generally, these types of businesses are not small businesses, although some may be, such as gasoline stations and others who may impact groundwater by affecting constituents listed in this rule.

C) Reporting, bookkeeping or other procedures required for compliance:

This part already requires collection, sampling, and reporting procedures. Under the proposed amendments, the additional contaminants will be included in these procedures. Other reporting, bookkeeping, and procedures are required under previously established state and federal regulations.

D) Types of professional skills necessary for compliance:

No additional professional skills are required. Existing requirements may necessitate the services of a chemist and a professional engineer.

The full text of the Proposed Rule begins on the next page:

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TITLE 35: ENVIRONMENTAL PROTECTION
SUBTITLE F: PUBLIC WATER SUPPLIES
CHAPTER I: POLLUTION CONTROL BOARD

PART 620
GROUNDWATER QUALITY

SUBPART A: GENERAL

Purpose	Section
Definitions	620.105
Prohibition	620.110
Incorporations by Reference	620.115
Exemption from General Use Standards and Public and Food Processing Water Supply Standards	620.125
Exclusion for Underground Water in Certain Man-Made Conduits	620.130
	620.135

SUBPART B: GROUNDWATER CLASSIFICATION

Groundwater Designations	Section
Class I: Potable Resource Groundwater	620.201
Class II: General Resource Groundwater	620.210
Class III: Special Resource Groundwater	620.220
Class IV: Other Groundwater	620.230
Groundwater Management Zone	620.240
Reclassification of Groundwater by Adjusted Standard	620.250
	620.260

SUBPART C: NONDEGRADATION PROVISIONS FOR APPROPRIATE GROUNDWATERS

General Prohibition Against Use Impairment of Resource Groundwater	Section
Applicability of Preventive Notification and Preventive Response Activities	620.301
Preventive Notification Procedures	620.302
Preventive Response Activities	620.305
	620.310

SUBPART D: GROUNDWATER QUALITY STANDARDS

Applicability	Section
General Prohibitions Against Violations of Groundwater Quality Standards	620.401
Groundwater Quality Standards for Class I: Potable Resource Groundwater	620.405
	620.410

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- 620.420 Groundwater Quality Standards for Class II: General Resource Groundwater
- 620.430 Groundwater Quality Standards for Class III: Special Resource Groundwater
- 620.440 Groundwater Quality Standards for Class IV: Other Groundwater
- 620.450 Alternative Groundwater Quality Standards

SUBPART E: GROUNDWATER MONITORING AND ANALYTICAL PROCEDURES

- Section
620.505 Compliance Determination
- 620.510 Monitoring and Analytical Requirements

SUBPART F: HEALTH ADVISORIES

- Section
620.601 Purpose of a Health Advisory
- 620.605 Issuance of a Health Advisory
- 620.610 Publishing Health Advisories
- 620.615 Additional Health Advice for Mixtures of Similar-Acting Substances

620. Appendix A Procedures for Determining Human Threshold Toxicant Advisory Concentration for Class I: Potable Resource Groundwater
620. Appendix B Procedures for Determining Hazard Indices for Class I: Potable Resource Groundwater for Mixtures of Similar-Acting Substances

620. Appendix C Guidelines for Determining When Dose Addition of Similar-Acting Substances in Class I: Potable Resource Groundwaters is Appropriate

620. Appendix D Confirmation of an Adequate Corrective Action Pursuant to 35 Ill. Adm. Code 620.250 (a)(2).

AUTHORITY: Implementing and authorized by Section 8 of the Illinois Groundwater Protection Act and Section 27 of the Illinois Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 7458 and 1027). [415 ILCS 55/8 and 5/27]

SOURCE: Adopted in R89-14(B) at 15 Ill. Reg. 17614, effective November 25, 1991; amended in R89-14(C) at 16 Ill. Reg. 14667, effective September 11, 1992; amended in R93-27 at 18 Ill. Reg. _____, effective _____.

NOTE: Capitalization denotes statutory language.

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- Section 620.125 SUBPART A: GENERAL
Incorporations by Reference
- a) The Board incorporates the following material by reference:

ASTM. American Society for Testing and Materials, 1976 Race Street, Philadelphia, Pa. 19103 (215) 299-5585

"Standard Practice for Description and Identification of Soils (Visual Manual Procedure)" D2488-84

GPO. Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20401, (202) 783-3238;

Maximum Contaminant Level Goals and National Primary Drinking Water Regulations for Lead and Copper; Final Rule, 56 Fed. Reg. 26460-26564 (June 7, 1991).

National Primary Drinking Water Regulations, Final Rule, 56 Fed. Reg. 3526-3597 (January 30, 1991).

National Primary Drinking Water Regulations, Final Rule, 57 Fed. Reg. 31776-31849 (July 17, 1992).

USEPA Guidelines for Carcinogenic Risk Assessment, 51 Fed. Reg. 33992-34003 (September 24, 1986).

NCRP. National Council on Radiation Protection, 7910 Woodmont Ave., Bethesda, MD (301) 657-6252

"Maximum Permissible Body Burdens and Maximum Permissible Concentrations of Radionuclides in Air and in Water for Occupational Exposure", NCRP Report Number 22, June 5, 1959.

NTIS. National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161 (703) 487-4600.

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"Methods for Chemical Analysis of Water and Wastes," EPA Publication No. EPA-600/4-79-020, (March 1983), Doc. No. PB 84-128677

"Methods for the Determination of Organic Compounds in Drinking Water", EPA, EMSL, EPA-600/4-88/039 (Dec. 1988), Doc. No. PB 89-220461

"Practical Guide for Ground-Water Sampling", EPA Publication No. EPA/600/2-85/104 (September 1985), Doc. No. PB 86-137304

"Test Methods for Evaluating Solid Wastes, Physical/Chemical Methods", EPA Publication No. SW-846 (Third Edition, 1986, as amended by Revision I (December 1987), Doc. No. PB 89-148076

USGS. United States Geological Survey, 1961 Stout St., Denver, CO 80294 (303) 844-4169

"Techniques of Water Resources Investigations of the United States Geological Survey, Guidelines for Collection and Field Analysis of Ground-Water Samples for Selected Unstable Constituents", Book I, Chapter D2 (1981).

- b) This Section incorporates no later editions or amendments.

(Source: Amended at 18 Ill. Reg. ____, effective ____)

SUBPART B: GROUNDWATER CLASSIFICATION

Section 620.210 Class I: Potable Resource Groundwater

Except as provided in Sections 620.230, 620.240, or 620.250, Potable Resource Groundwater is:

- a) Groundwater located 10 feet or more below the land surface and within:
- 1) The minimum setback zone of a well which serves as a potable water supply and to the bottom of such well;
 - 2) Unconsolidated sand, gravel or sand and gravel which is 5 feet or more in thickness and that

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contains 12 percent or less of fines (i.e. fines which pass through a No. 200 sieve tested according to ASTM Standard Practice D2488-84, incorporated by reference at Section 620.125);

- 3) Sandstone which is 10 feet or more in thickness or fractured carbonate which is 15 feet or more in thickness; or

- 4) Any geologic material which is capable of a:

- A) Sustained groundwater yield, from up to a 12 inch borehole, of 150 gallons per day or more from a thickness of 15 feet or less; or
- B) Hydraulic conductivity of 1×10^{-4} cm/sec or greater using one of the following test methods or its equivalent:

- i) Permeameter;
- ii) Slug test; or
- iii) Pump test.

- b) Any groundwater which is determined by the Board pursuant to petition procedures set forth in Section 620.260, to be capable of potable use.

(Board Note: Any portion of the thickness associated with the geologic materials as described in subsections 620.210(a)(2), (a)(3) or (a)(4) should be designated as Class I: Potable Resource Groundwater if located 10 feet or more below the land surface.)

(Source: Amended at 18 Ill. Reg. ____, effective ____)

Section 620.260 Reclassification of Groundwater by Adjusted Standard

Any person may petition the Board to reclassify a groundwater in accordance with the procedures for adjusted standards specified in Section 28.1 of the Act and 35 Ill. Adm. Code 106, Subpart G. In any proceeding to reclassify specific groundwater by adjusted standard, in addition to the requirements of 35 Ill. Adm. Code 106, Subpart G, and Section 28.1(c) of the Act, the petition shall, at a minimum, contain information to allow the Board to determine:

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- a) The specific groundwater for which reclassification is requested, including but not limited to geographical extent of any aquifers, depth of groundwater, and rate and direction of groundwater flow and that the specific groundwater exhibits the characteristics of the requested class as set forth in Sections 620.210(b), 620.220(b), 620.230, or 620.240(b);
- b) Whether the proposed change or use restriction is necessary for economic or social development, by providing information including, but not limited to, the impacts of the standards on the regional economy, social benefits such as loss of jobs or closing of facilities, and economic analysis contrasting the health and environmental benefits with costs likely to be incurred in meeting the standards would be beneficial or necessary;
- c) Existing and anticipated uses of the specific groundwater;
- d) Existing and anticipated quality of the specific groundwater;
- e) Existing and anticipated contamination, if any, of the specific groundwater;
- f) Technical feasibility and economic reasonableness of eliminating or reducing contamination of the specific groundwater or of maintaining existing water quality;
- g) The anticipated time period over which contaminants will continue to affect the specific groundwater;
- h) Existing and anticipated impact on any potable water supplies due to contamination;
- i) Availability and cost of alternate water sources or of treatment for those users adversely affected;
- j) Negative or positive effect on property values; and
- k) For special resource groundwater, negative or positive effect on:
- 1) The quality of surface waters; and
 - 2) Wetlands, natural areas, and the life contained therein, including endangered or threatened

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species of plant, fish or wildlife listed pursuant to the Endangered Species Act, 16 U.S.C. 1531 et seq., or the Illinois Endangered Species Protection Act (Ill. Rev. Stat. 1989, ch. 8, para. 331 et seq.). [415 ILCS 10/1 et seq.]

(Source: Amended at 18 Ill. Reg. ___, effective _____)

SUBPART C: NONDEGRADATION PROVISIONS FOR
APPROPRIATE GROUNDWATERS

Section 620.302 Applicability of Preventive Notification and
Preventive Response Activities

- a) Preventive notification and preventive response as specified in Sections 620.305 through 620.310 applies to:

1) Class I groundwater under Section 620.210(a)(1), (a)(2), or (a)(3) which is monitored by the persons listed in subsection (b); or

2) Class III groundwater which is monitored by the persons listed in subsection (b).

- b) For purposes of subsection (a), the persons that conduct groundwater monitoring are:

1) An owner or operator of a regulated entity for which groundwater quality monitoring must be performed pursuant to State or Federal law or regulation (e.g. Sections 106 and 107 of the Comprehensive Environmental Response, Compensation and Liability Act, (42 U.S.C. 9601, et seq.); Sections 3004 and 3008 of the Resource Conservation and Recovery Act, (42 U.S.C. 6901, et seq.); Sections 4(q), 4(v), 12(g), 21(d), 21(f), 22.2(f), 22.2(m) and 22.18 of the Act; 35 Ill. Adm. Code 724, 725, 730, 731, 750, 811 and 814.);

2) An owner or operator of a public water supply well who conducts groundwater quality monitoring; or

3) A state agency which is authorized to conduct, or is the recipient of, groundwater quality monitoring data (e.g., Illinois Environmental Protection Agency, Department of Public Health, Department of Conservation, Department of Mines and Minerals, Department of Agriculture, Office of

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State Fire Marshall or Department of Energy and Natural Resources).

4) An owner or operator of a facility that conducts groundwater quality monitoring pursuant to State or federal judicial or administrative order.

- c) If a contaminant exceeds a standard set forth in Section 620.410 or Section 620.430, the appropriate remedy is corrective action and Sections 620.305 and 620.310 do not apply.

(Source: Amended at 18 Ill. Reg. ____, effective ____)

Section 620.310 Preventive Response Activities

- a) The following preventive assessment must be undertaken:

- 1) If a preventive notification under Section 620.305(c) is provided by a community water supply:
- A) The Agency shall notify the owner or operator of any identified potential primary source, potential secondary source, potential route, or community water supply well that is located within 2,500 feet of the wellhead.

- B) The owner or operator notified under subsection (a)(1)(A) shall, within 30 days of the date of issuance of such notice, sample each water well or monitoring well for the contaminant identified in the notice if the contaminant or material containing such contaminant is or has been stored, disposed, or otherwise handled at the site. If a contaminant identified under Section 620.305(a) is detected, then the well must be resampled within 30 days of the date on which the first sample analyses are received. If a contaminant identified under Section 620.305(a) is detected by the resampling, preventive notification must be given as set forth in Section 620.305.

- C) If the Agency receives analytical results under subsection (a)(1)(B) that show a contaminant identified under Section

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620.305(a) has been detected, the Agency shall:

- i) Conduct a well site survey pursuant to Section 17.1(d) of the Act, if such a survey has not been previously conducted within the last 5 years; and
- ii) Identify those sites or activities which represent a hazard to the continued availability of groundwaters for public use unless a groundwater protection needs assessment has been prepared pursuant to Section 17.1 of the Act.

- 2) If a preventive notification is provided under Section 620.305(c) by a non-community water supply or for multiple private water supply wells, the Department of Public Health shall conduct a sanitary survey within 1,000 feet of the wellhead of a non-community water supply or within 500 feet of the wellheads for multiple private water supply wells.

- 3) If a preventive notification under Section 620.305(b) is provided by the owner or operator of a regulated entity and the applicable standard in Subpart D has not been exceeded:

- A) The appropriate regulatory agency shall determine if any of the following occurs for Class I: Potable Resource Groundwater:

- i) The levels set forth below are exceeded or are changed for pH:

<u>Constituent</u>	<u>Criterion</u> (mg/l)
para-Dichlorobenzene	0.005
ortho-Dichlorobenzene	0.01
Ethylbenzene	0.03
Phenols	0.001
Styrene	0.01
Toluene	0.04
Xylenes	0.02

- ii) A statistically significant increase occurs above background (as determined

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pursuant to other regulatory procedures (e.g., 35 Ill. Adm. Code 616, 724, 725 or 811)) for arsenic, beryllium, cadmium, chromium, cyanide, lead or mercury or thallium (except due to natural causes); or for aldicarb, atrazine, carbofuran, dalapon, dinoseb, endrin, endosulfan, hexachlorocyclopentadiene, lindane (gamma-hexachloro cyclohexane), 2,4-D, 1,1-dichloroethylene, cis-1,2-dichloroethylene, trans-1,2-dichloroethylene, methoxychlor, monochlorobenzene, picloram, 2,4,5-TP (Silvex), 1,2,4-trichlorobenzene, 1,1,2-trichloroethane, and 1,1,1-trichloroethane.

- iii) For a chemical constituent of gasoline, diesel fuel, or heating fuel, the constituent exceeds the following:

Constituent	Criterion (mg/L)
BETX	0.095

- iv) For pH, a statistically significant change occurs from background.

(Board Note: Constituents that are carcinogens have not been listed in subsection (a)(3)(A) because the standard is set at the PQL and any exceedence thereof is a violation subject to corrective action.)

- B) The appropriate agency shall determine if, for Class III: Special Resource Groundwater, the levels as determined by the Board are exceeded.

- C) The appropriate regulatory agency shall consider whether the owner or operator reasonably demonstrates that:

- i) The contamination is a result of contaminants remaining in groundwater from a prior release for which appropriate action was taken in

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accordance with laws and regulations in existence at the time of the release;

- ii) The source of contamination is not due to the on-site release of contaminants; or
 - iii) The detection resulted from error in sampling, analysis, or evaluation.
- D) The appropriate regulatory agency shall consider actions necessary to minimize the degree and extent of contamination.
- b) The appropriate regulatory agency shall determine whether a preventative response must be undertaken based on relevant factors including, but not limited to, the considerations in subsection (a)(3).
 - c) After completion of preventive response pursuant to authority of an appropriate regulatory agency, the concentration of a contaminant listed in subsection (a)(3)(A) in groundwater may exceed 50 percent of the applicable numerical standard in Subpart D only if the following conditions are met:
 - 1) The exceedence has been minimized to the extent practicable;
 - 2) Beneficial use, as appropriate for the class of groundwater, has been assured; and
 - 3) Any threat to public health or the environment has been minimized.
 - d) Nothing in this Section shall in any way limit the authority of the State or of the United States to require or perform any corrective action process.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

SUBPART D: GROUNDWATER QUALITY STANDARDS

Section 620.410 Groundwater Quality Standards for Class I:
Potable Resource Groundwater

- a) Inorganic Chemical Constituents

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Except due to natural causes or as provided in Section 620.450, concentrations of the following chemical constituents must not be exceeded in Class I groundwater:

Constituent	Units	Standard
Antimony	mg/L	0.006
Arsenic	mg/L	0.05
Barium	mg/L	2
Beryllium	mg/L	0.004
Boron	mg/L	2
Cadmium	mg/L	0.005
Chloride	mg/L	200
Chromium	mg/L	0.1
Cobalt	mg/L	1
Copper	mg/L	0.65
Cyanide	mg/L	0.2
Fluoride	mg/L	4.0
Iron	mg/L	5
Lead	mg/L	0.0075
Manganese	mg/L	0.15
Mercury	mg/L	0.002
Nickel	mg/L	0.1
Nitrate as N	mg/L	10
Radium-226	pCi/L	20
Radium-228	pCi/L	20
Selenium	mg/L	0.05
Silver	mg/L	0.05
Sulfate	mg/L	400
Thallium	mg/L	0.002
Total Dissolved Solids (TDS)	mg/L	1,200
Zinc	mg/L	5

b) Organic Chemical Constituents

Except due to natural causes or as provided in Section 620.450 or subsection (c), concentrations of the following organic chemical constituents must not be exceeded in Class I groundwater:

Constituent	Standard (mg/L)
Alachlor*	0.002
Aldicarb	0.003
Atrazine	0.003
Benzene*	0.005

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Benzo(a)pyrene*	0.0002
Carbofuran	0.04
Carbon Tetrachloride*	0.005
Chlordane*	0.002
Dalapon	0.2
Dichloromethane*	0.005
Di(2-ethylhexyl)phthalate*	0.006
Dinoseb	0.007
Endothall	0.1
Endrin	0.002
Ethylene Dibromide*	0.00005
Heptachlor*	0.0004
Heptachlor Epoxide*	0.0002
Hexachlorocyclopentadiene	0.05
Lindane (Gamma-Hexachloro cyclohexane)	0.0002
2,4-D	0.07
ortho-Dichlorobenzene	0.6
para-Dichlorobenzene	0.075
1,2-Dibromo-3-Chloropropane*	0.0002
1,2-Dichloroethane*	0.005
1,1-Dichloroethylene	0.007
cis-1,2-Dichloroethylene	0.07
trans-1,2-Dichloroethylene	0.1
1,2-Dichloropropane*	0.005
Ethylbenzene	0.7
Methoxychlor	0.04
Monochlorobenzene	0.1
Pentachlorophenol*	0.001
Phenols	0.1
Picloram	0.5
Polychlorinated Biphenyls (PCB's) (as decachloro-biphenyl)*	0.0005
Simazine*	0.004
Styrene	0.1
2,4,5-TP (Silvex)	0.05
Tetrachloroethylene*	0.005
Toluene	1
Toxaphene*	0.003
1,1,1-Trichloroethane	0.2
1,1,2-Trichloroethane	0.005
1,2,4-Trichlorobenzene	0.07
Trichloroethylene*	0.005
Vinyl Chloride*	0.002
Xylenes	10

*Denotes a carcinogen.

c) Complex Organic Chemical Mixtures

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Concentrations of the following chemical constituents of gasoline, diesel fuel, or heating fuel must not be exceeded in Class I groundwater:

<u>Constituent</u>	<u>Standard</u> (mg/L)
Benzene*	0.005
BTEX	11.705

*Denotes a carcinogen.

d) pH

Except due to natural causes, a pH range of 6.5 - 9.0 units must not be exceeded in Class I groundwater.

e) Beta Particle and Photon Radioactivity

1) Except due to natural causes, the average annual concentration of beta particle and photon radioactivity from man-made radionuclides shall not exceed a dose equivalent to the total body organ greater than 4 mrem/year in Class I groundwater. If two or more radionuclides are present, the sum of their dose equivalent to the total body, or to any internal organ shall not exceed 4 mrem/year in Class I groundwater except due to natural causes.

2) Except for the radionuclides listed in subsection (e)(3), the concentration of man-made radionuclides causing 4 mrem total body or organ dose equivalent must be calculated on the basis of a 2 liter per day drinking water intake using the 168-hour data in accordance with the procedure set forth in NCRP Report Number 22, incorporated by reference at in Section 620.125(a).

3) Except due to natural causes, the average annual concentration assumed to produce a total body or organ dose of 4 mrem/year of the following chemical constituents shall not be exceeded in Class I groundwater:

<u>Constituent</u>	<u>Critical Organ</u>	<u>Standard</u> (pCi/l)
Tritium	Total body	20,000

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Strontium-90 Bone marrow 8
(Source: Amended at 18 Ill. Reg. _____, effective _____)

Section 620.420 Groundwater Quality Standard for Class II:
General Resource Groundwater

a) Inorganic Chemical Constituents

1) Except due to natural causes or as provided in Section 620.450 or subsection (a)(3) or (d), concentrations of the following chemical constituents must not be exceeded in Class II groundwater:

<u>Constituent</u>	<u>Standard</u> (mg/L)
Antimony	0.024
Arsenic	0.2
Barium	2
Beryllium	0.5
Cadmium	0.05
Chromium	1
Cobalt	1
Cyanide	0.6
Fluoride	4.0
Lead	0.1
Mercury	0.01
Nitrate as N	100
Thallium	0.02

2) Except as provided in Section 620.450 or subsection (a)(3) or (d), concentrations of the following chemical constituents must not be exceeded in Class II groundwater:

<u>Constituent</u>	<u>Standard</u> (mg/L)
Boron	2.0
Chloride	200
Copper	0.65
Iron	5
Manganese	10
Nickel	2
Selenium	0.05
Total Dissolved Solids	

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(TDS)	1,200
Sulfate	400
Zinc	10

- 3) The standard for any inorganic chemical constituent listed in subsection (a)(2), for barium, or for pH does not apply to groundwater within fill material or within the upper 10 feet of parent material under such fill material on a site not within the rural property class for which:

A) Prior to the effective date of this part, surficial characteristics have been altered by the placement of such fill material so as to impact the concentration of the parameters listed in subsection (a)(3), and any on-site groundwater monitoring of such parameters is available for review by the Agency.

B) On the effective date of this part, surficial characteristics are in the process of being altered by the placement of such fill material, which proceeds in reasonably continuous manner to completion, so as to impact the concentration of the parameters listed in subsection (a)(3), and any on-site groundwater monitoring of such parameters is available for review by the Agency.

- 4) For purposes of subsection (a)(3), the term "fill material" means clean earthen materials, slag, ash, clean demolition debris, or other similar materials.

b) Organic Chemical Constituents

- 1) Except due to natural causes or as provided in Section 620.450 or subsection (b)(2) or (d), concentrations of the following organic chemical constituents must not be exceeded in Class II groundwater:

Constituent	Standard (mg/L)
Alachlor*	0.010
Aldicarb	0.015
Atrazine	0.015

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Benzene*	0.025
Benzo(a)pyrene*	0.002
Carbofuran	0.2
Carbon Tetrachloride*	0.025
Chlordane*	0.01
Dalapon	2.0
Dichloromethane*	0.05
Dichloromethane	0.05
Di(2-ethylhexyl)phthalate*	0.06
Dinoseb	0.07
Endothall	0.1
Endrin	0.01
Ethylene Dibromide*	0.0005
Heptachlor*	0.002
Heptachlor Epoxide*	0.001
Hexachlorocyclopentadiene	0.5
Lindane (Gamma-Hexachloro cyclohexane)	0.001
2,4-D	0.35
ortho-Dichlorobenzene	1.5
para-Dichlorobenzene	0.375
1,2-Dibromo-3-Chloropropane*	0.002
1,2-Dichloroethane*	0.025
1,1-Dichloroethylene	0.035
cis-1,2-Dichloroethylene	0.2
trans-1,2-Dichloroethylene	0.5
1,2-Dichloropropane*	0.025
Ethylbenzene	1.0
Methoxychlor	0.2
Monochlorobenzene	0.5
Pentachlorophenol*	0.005
Phenols	0.1
Picloram	5.0
Polychlorinated Biphenyls (PCB's) (as decachloro-biphenyl)*	0.0025
Simazine*	0.04
Styrene	0.5
2,4,5-Tp	0.25
Tetrachloroethylene*	0.025
Toluene	2.5
Toxaphene*	0.015
1,1,1-Trichloroethane	1.0
1,2,4-Trichlorobenzene	0.7
1,1,2-Trichloroethane	0.05
Trichloroethylene*	0.025
Vinyl Chloride*	0.01
Xylenes	10

*Denotes a carcinogen.

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- 2) The standards for pesticide chemical constituents listed in subsection (b)(1) do not apply to groundwater within 10 feet of the land surface, provided that the concentrations of such constituents result from the application of pesticides in a manner consistent with the requirements of the Federal Insecticide, Fungicide and Rodenticide Act (7 U.S.C. 136 et seq.) and the Illinois Pesticide Act (Ill. Rev. Stat. 199921, ch. 5, pars. 801 et seq.) [415 ILCS 60/1 et seq.].

c) Complex Organic Chemical Mixtures

Concentrations of the following organic chemical constituents of gasoline, diesel fuel, or heating fuel must not be exceeded in Class II groundwater:

Constituent	Standard (mg/L)
Benzene*	0.025
BTEX	13.525

*Denotes a carcinogen.

d) pH

Except due to natural causes, a pH range of 6.5 - 9.0 units must not be exceeded in Class II groundwater that is within 5 feet of the land surface.

(Source: Amended at 18 Ill. Reg. ____, effective ____)

Section 620.605 Issuance of a Health Advisory

- a) The Agency shall issue a Health Advisory for a chemical substance if all of the following conditions are met:

- 1) A community water supply well is sampled and a substance is detected and confirmed by resampling;
- 2) There is no standard under Section 620.410 for such chemical substance; and
- 3) The chemical substance is toxic or harmful to human health according to the procedures of Appendix A, B, or C.

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- b) The Health Advisory must contain a general description of the characteristics of the chemical substance, the potential adverse health effects, and a guidance level to be determined as follows:

- 1) If disease or functional impairment is caused due to a physiological mechanism for which there is a threshold dose below which no damage occurs, the guidance level for any such substance is the Maximum Contaminant Level Goal ("MCLG"), adopted by USEPA for such substance, 56 Fed. Reg. 26460-26564, and 56 Fed. Reg. 3526-3597, and 57 Fed. Reg. 31776-31849, incorporated by reference at Section 620.125. If there is no MCLG for the substance, the guidance level is the Human Threshold Toxicant Advisory Concentration for such substance as determined in accordance with Appendix A, unless the concentration for such substance is less than the lowest appropriate PQL specified in "Test Methods for Evaluating Solid Wastes, Physical/Chemical Methods", EPA Publication No. SW-846 (SW-846), incorporated by reference at Section 620.125 for the substance. If the concentration for such substance is less than the lowest appropriate PQL for the substance specified in SW-846, incorporated by reference at Section 620.125, the guidance level is the lowest appropriate PQL.

(Source: Amended at 18 Ill. Reg. ____, effective ____)

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- 1) Heading of the Part: Hospital Services
- 2) Code Citation: 89 Ill. Adm. Code 148
- 3) Section Number:
148.82
Proposed Action:
Amendment
- 4) Statutory Authority: Section 12-13 of the Illinois Public Aid Code (Ill. Rev. Stat. 1991, ch. 23, par. 12-13) [305 ILCS 5/Art. 5/12-13]
- 5) Complete Description of the Subjects and Issues Involved: These proposed amendments to Section 148.82 allow for Department coverage of organ transplant services involving lung transplant procedures. Research indicates that lung transplant services are considered to be an established therapy for patients exhibiting specific disease processes, and the State Medical Advisory Committee (SMAC) has recommended that the Illinois Medicaid Program cover such procedures. After an intensive review of Medicaid organ transplant policies in other States, and an evaluation of the needs of Medicaid recipients in Illinois, criteria have been developed with the assistance of the SMAC which must be met by a hospital in order to be certified as a transplant center providing lung (single and double) and heart/lung transplantation services. Under these amendments, reimbursement will be limited to 60 percent of the usual and customary charges for 3 pre-operative workup days and 30 inpatient post-operative days.

For fiscal year 1995, the Department anticipates five lung or heart/lung procedures will be performed with total costs of approximately \$600,000.
- 6) Will these proposed amendments replace emergency amendments currently in effect? No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Do these proposed amendments contain incorporations by reference? No
- 9) Are there any other proposed amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives: These proposed amendments do not affect units of local government.

11) Time, Place, and Manner in which Interested Persons may comment on this proposed rulemaking: Any interested parties may submit comments, data, views, or arguments concerning this proposed rulemaking. All comments must be in writing and should be addressed to Joanne Jones, Bureau of Rules and Regulations, Illinois Department of Public Aid, 100 South Grand Ave., 3rd Floor, Springfield, Illinois 62762. The Department will

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consider all written comments it receives within 30 days after the publication of this notice.

These proposed amendments may have an impact on small businesses, small municipalities, and not for profit corporations as defined in Sections 1-75, 1-80 and 1-85 of the Illinois Administrative Procedure Act. These entities may submit comments in writing to the Department at the above address in accordance with the regulatory flexibility provisions in Section 5-30 of the Illinois Administrative Procedure Act. These entities shall indicate their status as small businesses, small municipalities, or not for profit corporations as part of any written comments they submit to the Department.

12) Initial Regulatory Flexibility Analysis:

- A) Date proposed rulemaking was submitted to the Business Assistance Office of the Department of Commerce and Community Affairs: March 18, 1994
- B) Types of small businesses affected: Hospitals
- C) Reporting, bookkeeping or other procedures required for compliance: None
- D) Types of professional skills necessary for compliance: None

The full text of the Proposed Amendments begins on the next page:

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NOTICE OF PROPOSED AMENDMENTS

TITLE 89: SOCIAL SERVICES
CHAPTER I: DEPARTMENT OF PUBLIC AID
SUBCHAPTER d: MEDICAL PROGRAMS

PART 148
HOSPITAL SERVICES

Section	
148.10	Hospital Services
148.20	Participation
148.25	Definitions and Applicability
148.30	General Requirements
148.40	Special Requirements
148.50	Covered Hospital Services
148.60	Services Not Covered as Hospital Services
148.70	Limitation On Hospital Services
148.80	Organ Transplant Services Covered Under Medicaid (Repealed)
148.82	Organ Transplant Services
148.90	Heart Transplants (Repealed)
148.100	Liver Transplants (Repealed)
148.110	Bone Marrow Transplants (Repealed)
148.120	Disproportionate Share Hospital (DSH) Adjustments
148.130	Outlier Adjustments for Exceptionally Costly Stays
148.140	Hospital Outpatient and Clinic Services
148.150	Uncompensated Care Payment Adjustments
148.160	Payment Methodology for County-Owned Hospitals in an Illinois County with a Population of Over 3 Million
148.170	Payment Methodology for Hospitals Organized Under the University of Illinois Hospital Act
148.180	Payment for Pre-operative Days, Patient Specific Orders, and Services Which Can Be Performed in an Outpatient Setting
148.190	Copayments
148.200	Alternate Reimbursement Systems
148.210	Filing Cost Reports
148.220	Pre September 1, 1991, Admissions
148.230	Admissions Occurring on or after September 1, 1991
148.240	Utilization Review and Furnishing of Inpatient Hospital Services Directly or Under Arrangements
148.250	Determination of Alternate Payment Rates to Certain Exempt Hospitals
148.260	Calculation and Definitions of Inpatient Per Diem Rates
148.270	Determination of Alternate Cost Per Diem Rates For All Hospitals; Payment Rates for Certain Exempt Hospital Units; and Payment Rates for Certain Other Hospitals
148.280	Reimbursement Methodologies for Children's Hospitals and Hospitals Reimbursed Under Special Arrangements
148.290	Adjustments and Reductions to Total Payments
148.300	Payment
148.310	Review Procedure

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148.320	Alternatives
148.330	Exemptions
148.340	Subacute Alcoholism and Substance Abuse Treatment Services
148.350	Definitions
148.360	Types of Subacute Alcoholism and Substance Abuse Treatment Services
148.368	Volume Adjustment (Repealed)
148.370	Payment for Subacute Alcoholism and Substance Abuse Treatment Services
148.373	Utilization (Repealed)
148.376	Utilization, Case-Mix and Discretionary Funds (Repealed)
148.380	Rate Appeals for Subacute Alcoholism and Substance Abuse Treatment Services
148.390	Hearings
148.400	Special Hospital Reporting Requirements

AUTHORITY: Implementing Article III of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 6503-1 et seq.) [20 ILCS 2215/Art. 3] and implementing and authorized by Articles III, IV, V, VI, VII and Section 12-13 of the Illinois Public Aid Code (Ill. Rev. Stat. 1991, ch. 23, pars. 3-1 et seq., 4-1 et seq., 5-1 et seq., 6-1 et seq., 7-1 et seq., and 12-13) [305 ILCS 5/Arts. 3, 4, 5, 6, 7 and 5/12-13]

SOURCE: Sections 148.10 thru 148.390 recodified from 89 Ill. Adm. Code 140.94 thru 140.398 at 13 Ill. Reg. 9572; Section 148.120 recodified from 89 Ill. Adm. Code 140.110 at 13 Ill. Reg. 12118; amended at 14 Ill. Reg. 2553, effective February 9, 1990; emergency amendment at 14 Ill. Reg. 11392, effective July 1, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 15358, effective September 13, 1990; amended at 14 Ill. Reg. 16998, effective October 4, 1990; amended at 14 Ill. Reg. 18293, effective October 30, 1990; amended at 14 Ill. Reg. 18499, effective November 8, 1990; emergency amendment at 15 Ill. Reg. 10502, effective July 1, 1991, for a maximum of 150 days; emergency expired October 29, 1991; emergency amendment at 15 Ill. Reg. 12005, effective August 9, 1991, for a maximum of 150 days; emergency expired January 6, 1992; emergency amendment at 15 Ill. Reg. 16166, effective November 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 18684, effective December 23, 1991; amended at 16 Ill. Reg. 6255, effective March 27, 1992; emergency amendment at 16 Ill. Reg. 11335, effective June 30, 1992, for a maximum of 150 days; emergency expired November 27, 1992; emergency amendment at 16 Ill. Reg. 11942, effective July 10, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14778, effective October 1, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 19873, effective December 7, 1992; amended at 17 Ill. Reg. 131, effective December 21, 1992; amended at 17 Ill. Reg. 3296, effective March 1, 1993; amended at 17 Ill. Reg. 6649, effective April 21, 1993; amended at 17 Ill. Reg. 14643, effective August 30, 1993; emergency amendment at 17 Ill. Reg. 17323, effective October 1, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. 3450, effective February 28, 1994; amended at 18 Ill. Reg. —, effective —.

NOTE: CAPITALIZATION DENOTES STATUTORY LANGUAGE.

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Section 148.82 Organ Transplant Services

a) Introduction

The Department of Public Aid will cover organ transplants as identified under subsection (b) below which are provided by certified organ transplant centers which meet the requirements specified in subsections (c) through (h) of this Section.

b) Covered Services

- 1) Bone Marrow, heart, heart/lung, lung (single or double), liver, ~~es-pancreas/pancreas-kidney~~ pancreas or kidney/pancreas transplantation excluding bone marrow searches.
- 2) Other types of transplant procedures may be covered when a hospital has been certified by the Department as a transplant center eligible to perform such transplants. Centers must complete the certification process established in Section 148.82(e) subsection (c) below and provide the necessary documentation of the number of transplant procedures performed and the survival rates.
- 3) Medically necessary work-up and evaluation up to three days prior to transplantation.

c) Certification Process

- 1) In order to be certified to receive reimbursement for transplants performed on Medicaid patients, the hospital must:
 - A) Request an application from the Bureau of Hospital Services;
 - B) Submit a completed application to the Department for the type of transplant for which the center is seeking certification;
 - C) Meet certification criteria established in subsection (d) below, based upon review and recommendation of each application by the State Medical Advisory Committee (SMAC); and
 - D) Submit a detailed status report on each patient for the type of transplant for which the hospital is seeking certification. Such reports must include the patient's diagnosis, date of transplant, the length of hospitalization, charges, survival rates, patient-specific transplant outcome, and complications (including cause of

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Section 148.82(c)(1)(D) (continued)

death, if applicable) for all transplants performed for the two years preceding the date of the application. To protect the privacy of patients included in this report, names of Medicaid and non-Medicaid patients are not required.

- 2) The Department shall notify the hospital of approval or denial of the hospital as a transplant center for Medicaid eligible patients.
- 3) In the event that no hospital formally certified by the Department is able to provide a covered service set forth in subsection (b) above within the time frame necessary to preserve the recipient's health, the Department shall review a request for prior approval of the service from a non-certified facility, and if the facility satisfies the criteria for certification, approve the request on an individual case basis.

d) Certification Criteria

- 1) Hospitals seeking certification as a transplant center shall submit documentation to verify that:
 - A) The hospital is a tertiary care hospital capable of providing all necessary medical care required by the transplant patient;
 - B) The hospital is affiliated with an academic health center;
 - C) The hospital has had the transplant program for heart and liver transplants in operation for at least three years with 12 transplant procedures per year for the past two years and 12 cases before that for adult heart and liver transplants;
 - D) The hospital has had the transplant program for heart/lung and lung transplants in operation for at least three years with ten transplant procedures per year for the past two years and ten cases before that for adult heart/lung and lung transplants;
 - E) A hospital specializing in pediatric heart/lung and lung transplants has had a program in operation for at least three years and has performed a minimum of six transplant procedures per year for the past two years, and six procedures before that;

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Section 148.82(d)(1) (continued)

D)E) The hospital has had the transplant program for adult and pediatric bone marrow transplants in operation for at least two years with twelve 12 transplant procedures per year for the past two years;

E)G) A hospital specializing in pediatric heart and/or liver transplants, or both, has had must-have a program in operation for at least three years and has must-have performed a minimum of six transplant procedures per year for the past two years, and six procedures before that;

F)H) The hospital has had the transplant program in operation for at least three years with 25 transplant procedures per year for the past two years and 25 cases before that for kidney transplants, and five transplant procedures per year for the past two years and five before that for pancreas transplants, or 12 transplant procedures per year for the past two years and 12 before that for kidney/pancreas transplants;

G)I) The hospital has experts, on staff, in the fields of cardiology, pulmonology, anesthesiology, immunology, infectious disease, nursing, social services, organ procurement, associated surgery and internal medicine to complement the transplant team. In addition, in order to qualify as a transplant center for pediatric patients, the hospital must also have experts in the field of pediatrics;

H)J) The hospital has an active cardiovascular medical and surgical program as evidenced by the number of cardiac catheterizations, coronary arteriograms and open heart procedures per year for heart transplant candidates;

I)K) The hospital has pathology resources that are available for studying and reporting the pathological responses for transplantation;

J)L) The hospital complies with applicable State and federal Federal laws and regulations;

K)M) The hospital participates in a recognized national donor procurement program, abides by its rules, and provides the Department with the name of the national organization of which it is a member;

DEPARTMENT OF PUBLIC AID

NOTICE OF PROPOSED AMENDMENTS

Section 148.82(d)(1) (continued)

L)N) The hospital has an interdisciplinary body to determine the suitability of candidates for transplantation;

M)O) The hospital has blood bank support necessary to meet the demands of a certified transplant center; and

N)P) The hospital meets the applicable transplant survival rates as supported by the Kaplan-Meier method or other method accepted by the Department:

i) A one-year survival rate of 50 percent for bone marrow transplant patients;

ii) A one-year survival rate of 75 percent and a two-year survival rate of 60 percent for heart transplant patients;

iii) A one-year survival rate of 75 percent and a two-year survival rate of 60 percent for liver transplant patients.

iv) A one-year survival rate of 90 percent for kidney transplant and a one-year survival rate of 80 percent for pancreas transplant; or a one-year survival rate of 80 percent for kidney/pancreas transplant.

v) A one-year survival rate of 65 percent and a two-year survival rate of 60 percent for heart/lung and lung (single or double) transplant patients.

2) The commitment of the hospital to support the transplant center must be at all levels as evidenced by such factors as financial resources, allocation of space and the support of the professional staff for the transplant program and its patients. The hospital must demonstrate that:

A) Component teams are integrated into a comprehensive transplant team with clearly defined leadership and responsibility;

B) The hospital safeguards the rights and privacy of patients;

C) The hospital has adequate patient management plans and protocols to meet the patient and hospital's needs.

DEPARTMENT OF PUBLIC AID

NOTICE OF PROPOSED AMENDMENTS

Section 148.82(d) (continued)

- 3) The hospital must identify, in writing, the director of the transplant program and the members of the team as well as their qualifications. Physician team members must be identified as board certified, in preparation for board certification, or pending board certification, and the transplant coordinator's name must be submitted.
 - 4) The hospital must provide patient selection criteria including indications and contraindications for the type of transplant procedure for which the facility is seeking certification.
- e) Recertification Process/Criteria
- 1) The Department will conduct an annual review for certification of transplant centers. A certified center must submit documentation established under subsections (c), (d), (f) and (h) of this Section for review by the Department's State Medical Advisory Committee for recertification as a transplant center.
 - 2) Survival rates of previous transplant patients must be documented prior to certification. The center must maintain patient volume in the year of certification based on previous transplant statistics.
 - 3) The Department shall notify the hospital of approval or denial of the recertification of the hospital as a transplant center.

f) Notification of Transplant

- 1) The hospital must notify the Department prior to performance of the transplant procedure. The notification letter must be from a physician on the transplant team.
- 2) The notification must include the admission diagnosis, pre-transplant diagnosis and the initial work-up summary of medical findings.
- 3) The Department shall notify the hospital regarding receipt of the notification and provide the appropriate "patient tracking" forms to the hospital.

g) Reimbursement

- 1) Hospital services rendered for transplant procedures under this Section are exempt from the provisions of Sections 148.250 through 148.330 and the 89 Ill. Adm. Code 149 of the

DEPARTMENT OF PUBLIC AID

NOTICE OF PROPOSED AMENDMENTS

Section 148.82(g)(1) (continued)

Department's administrative rules governing hospital reimbursement. Hospital reimbursement for transplants covered within this Section is an all-inclusive rate for the admission, regardless of the number of days of care associated with that admission, which is limited to a maximum of 60 percent of the hospital's usual and customary charges to the general public for the same procedure for the number of days listed below for specific types of transplants:

- A) Three days of pre-operative inpatient work-up; and
 - B) A maximum 30 consecutive days of post-operative inpatient care for heart, heart/lung, lung (single or double), pancreas, or kidney/pancreas transplant; or
 - C) 40 consecutive days of inpatient care for liver transplant; or
 - D) 50 consecutive days of inpatient care for bone marrow transplant; or
 - E) For those transplants covered under subsection (b)(2) of this Section, the number of consecutive days of inpatient care specified within the transplant certification process.
- 2) Reimbursement will be approved only when the Department's letter acknowledging the notification of the transplant procedure is attached to the hospital's claim.
- 3) Applicable disproportionate share payment adjustments shall be made in accordance with Section 148.120(g). Applicable outlier adjustments shall be made in accordance with Section 148.130. Applicable inpatient payment adjustments shall be made in accordance with Section 148.290. Applicable Medicaid High Volume Adjustments shall be made in accordance with Section 148.290(h).
- 4) The rate will not include transportation and physician fees when reimbursed pursuant to 89 Ill. Adm. Code 140.410 through 140.414 and 89 Ill. Adm. Code 140.490 through 140.492, respectively.

h) Reporting Requirements of Certified Transplant Center

The following documentation must be submitted within the time limits set forth in this subsection.

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Section 148.82(h) (continued)

1) Patient Tracking

- A) The center must submit annually a statistical summary including information for all patients having received transplants at the transplant center. Patients not covered by Medicaid may be identified numerically or by other means identified by the hospital, to protect patient confidentiality. The summary must include, but is not limited to, short and long term outcome on all patients.
- B) The discharge summary for each Medicaid patient must be received by the Department within 30 days of the patient's discharge.
- C) The annual outcome summaries for each Medicaid patient must be received by the Department within 30 days of the annual patient post-transplant evaluation.
- D) For those Medicaid patients who expire, a summary must be received by the Department within 30 days of the patient's death.

2) Notification of Changes

The center must notify the Department within 30 days of any changes in its program including, but not limited to, certification criteria, patient selection criteria, members of the transplant team and the coordinator.

(Source: Amended at 18 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

1) The Heading of the Part: Pay Plan

2) The Code Citation: 80 Ill. Adm. Code 310

3) Section Numbers:

Adopted Action:

310.40	Amended
310.270	Amended
310.280	Amended
310.490	Amended
310. Appendix A	Amended
Table T	Amended

4) Statutory Authority:

Authorized by Section 8a(2) of the Personnel Code (Ill. Rev. Stat. 1991, ch. 127, par 63b108a.2) [20 ILCS 415/8a(2)]

5) Effective Date of Amendment: MAR 21 1994

6) Does this rulemaking contain an automatic repeal date? Yes ☒ No ☐
If "yes", please specify date:

7) Does this amendment contain incorporation by reference? No

If "yes", was a copy of the approval form issued by JCAR attached to this rulemaking?

These amendments do not contain any incorporations by reference.

8) Date filed in Agency's Principal Office: MAR 21 1994

9) Notice of Proposal Published in Illinois Register:

December 17, 1993, Issue #51, 17 Ill. Reg. 21233

10) Has JCAR issued a Statement of Objections to this rule? No

If answer is "yes", please complete the following:

A) Statement of Objection: _____, Ill. Reg. _____
(Issue Date)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

B) Agency Response: _____ Ill. Reg. _____
(Issue Date)

C) Date Agency Response Submitted for Approval to JCAR?

11) Difference between proposal and final version:

The Joint Committee on Administrative Rules recommended the Illinois Revised Statute's citation be changed from 63(b)101 et seq. to 63b108a and ILCS's citation from 415/1 to 415/8a in Section 310.40.

Also, the Joint Committee on Administrative Rules recommended that the word bilingual not be hyphenated in Section 310.490 and Table T.

12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR?

Yes.

13) Will these Amendments replace an emergency amendment currently in effect? Yes.

14) Are there any amendments pending to this part? No.

<u>Section Numbers</u>	<u>Proposed Action</u>	<u>Ill. Reg. Citation</u>
------------------------	------------------------	---------------------------

15) Summary and Purpose of Amendment:

In Section 310.40, Pay Schedules, the name of Appendix C was updated to reflect the current name of this schedule to "Medical Administrator Rates" from "Physician Administrator and Medical Facilities Administrator Rates".

In Section 310.270, Legislated and Contracted Rate, the annual rate of the Arbitrator was revised from \$64,008 to \$65,649.

In Section 310.280, Designated Rate, the changes, additions and abolitions reflect what positions and rates of pay are currently subject to this section as assigned by the Governor.

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In Section 310.490, Other Pay Provisions, an inclusion for clothing or equipment allowance was added at the request of the Department of State Police. This amendment accommodates their need to compensate certain supervisors for clothing as is done in the contract for subordinate positions.

In Section 310, Appendix A -- Table T, HR-010 (Teachers of Deaf, IFT), the academic year schedule was revised to include the negotiated schedule for September 1, 1993.

16) Information and questions regarding these adopted amendments shall be directed to:

Name: Mr. Michael Murphy
Address: Department of Central Management Services
Division of Technical Services
504 William G. Stratton Building
Springfield, Illinois 62706

Telephone: (217) 782-5601

The full text of the Adopted Amendment(s) begins on the next page:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
 SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND
 POSITION CLASSIFICATIONS
 CHAPTER 1: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 310
 PAY PLAN

SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes for Fiscal Year 1994
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, effective July 1, 1984 (Repealed)

SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-Time Daily or Hourly Special Services Rate
310.240	Hourly Rate
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate
310.270	Legislated and Contracted Rate
310.280	Designated Rate
310.290	Out-of-State or Foreign Service Rate
310.300	Educator Schedule for RC-063 and HR-010

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310.310	Physician Specialist Rate
310.320	Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections
310.330	Excluded Classes Rate (Repealed)

SUBPART C: MERIT COMPENSATION SYSTEM

Section	
310.410	Jurisdiction
310.420	Objectives
310.430	Responsibilities
310.440	Merit Compensation Salary Schedule
310.450	Procedures for Determining Annual Merit Increases
310.455	Intermittent Merit Increase
310.456	Merit Zone
310.460	Other Pay Increases
310.470	Adjustment
310.480	Decreases in Pay
310.490	Other Pay Provisions
310.490	Senior Public Service Administrator System
310.500	Definitions
310.510	Conversion of Base Salary to Pay Period Units
310.520	Conversion of Base Salary to Daily or Hourly Equivalents
310.530	Implementation
310.540	Annual Merit Increase Guidechart for Fiscal Year 1994
310.550	Fiscal Year 1985 Pay Changes in Merit Compensation System, effective July 1, 1984 (Repealed)

APPENDIX A Negotiated Rates of Pay

Table	
TABLE A	HR-190 (Department of Central Management Services - State of Illinois Building - SEIU)
TABLE B	HR-200 (Department of Labor - Chicago, Illinois - SEIU)
TABLE C	RC-069 (Firefighters, AFSCME)
TABLE D	HR-001 (Teamsters Local #726)
TABLE E	RC-020 (Teamsters Local #330)
TABLE F	RC-019 (Teamsters Local #25)
TABLE G	RC-045 (Automotive Mechanics, IFPE)
TABLE H	RC-006 (Corrections Employees, AFSCME)
TABLE I	RC-009 (Institutional Employees, AFSCME)
TABLE J	RC-014 (Clerical Employees, AFSCME)

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TABLE K	RC-023 (Registered Nurses, INA)
TABLE L	VR-004 (Illinois State Treasurer's Office Employees, Teamsters and IFT)
TABLE M	RC-110 (Conservation Police Lodge)
TABLE N	RC-010 (Professional Legal Unit, AFSCME)
TABLE O	RC-018 (Paraprofessional Human Services Employees, AFSCME)
TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, IPPE)
TABLE Q	RC-033 (Meat Inspectors, IPPE)
TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
TABLE S	RC-012 (Fair Employment Practices Employees, SEIU)
TABLE T	HR-010 (Teachers of Deaf, IFT)
TABLE U	HR-010 (Teachers of Deaf, Extra-curricular Paid Activities)
TABLE V	CU-500 (Corrections Meet and Confer Employees)
TABLE W	RC-062 (Technical Employees, AFSCME)
TABLE X	RC-063 (Professional Employees, AFSCME)
TABLE Y	RC-063 (Educators, AFSCME)
TABLE Z	RC-063 (Physicians, AFSCME)
APPENDIX B	Schedule of Salary Grades - Monthly and Annual Rates of Pay for Fiscal Year 1994
APPENDIX C	Medical Administrative Rates for Fiscal Year 1994
APPENDIX D	Merit Compensation System Salary Schedule for Fiscal Year 1994
APPENDIX E	Teaching Salary Schedule (Repealed)
APPENDIX F	Physician and Physician Specialist Salary Schedule (Repealed)
APPENDIX G	Senior Public Service Administrator Salary Schedule, effective August 16, 1993

AUTHORITY: Implementing and authorized by Section 8a(2) of the Personnel Code (Ill. Rev. Stat. 1991, ch. 127, par. 63b108a.2) [20 ILCS 4158a(2)].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days;

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amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; emergency amendment at 10 Ill. Reg. 3325, effective January 22, 1986; amended at 10 Ill. Reg. 3230, effective January 24, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; emergency amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; emergency amendment at 10 Ill. Reg. 13675, effective July 31, 1986; emergency amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17665, effective September 30, 1986, for a maximum of 150 days; emergency amendment at 10 Ill. Reg. 19132, effective October 28, 1986; emergency amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; emergency amendment at 11 Ill. Reg. 3363, effective February 3, 1987; emergency amendment at 11 Ill. Reg. 4388, effective February 27, 1987; emergency amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; emergency amendment at 11 Ill. Reg. 15273, effective September 1, 1987; emergency amendment at 11 Ill. Reg. 17919, effective October 19, 1987; emergency amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; emergency amendment at 12 Ill. Reg. 3811, effective January 27, 1988; emergency amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; emergency amendment at 12 Ill. Reg. 7783, effective April 14, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 8135, effective April 22, 1988; emergency amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; emergency amendment at 12 Ill. Reg. 20584, effective November 28, 1988; emergency amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; emergency amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; emergency amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13

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Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; peremptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 13, 1990; peremptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; peremptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; peremptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended by 17 Ill. Reg. 238, effective December 23, 1992; peremptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. _____, effective MAR 21 1994

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Section 310.40 Pay Schedules

The attached Schedule of Salary Grades (Appendix B), Schedule of Rates (Subpart B), Physician-Administrator and Medical Facilities Administrator Rates (Appendix C) and the Merit Compensation System (Subpart C) are hereby made a part of this Part. Each employee subject to this Part, except those whose rates of pay is determined under the Schedule of Rates (Subpart B) or the Merit Compensation System (Subpart C) of this Part, or Section 8(e) of the Personnel Code (Ill. Rev. Stat. ch. 127, pars. 640b104 et seq., 63b108a) [20 ILCS 415/4-8a], shall be paid at a step in the appropriate salary grade in the Schedule of Salary Grades (Appendix B) for the class of positions in which he/she is employed.

(Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994)

Section 310.270 Legislated and Contracted Rate

The rate of pay for employees occupying positions which require payment in accordance with specified rates set forth in legislation or by contract. The positions and rates of pay in this Section are as follows:

Arbitrator

Annual Salary
\$64,008 \$65,649

When an Arbitrator is serving as an acting Commissioner of the Illinois Industrial Commission, the appropriate rate will be the same as the rate set for a Commissioner.

(Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994)

Section 310.280 Designated Rate

The rate of pay for a specific position or class of positions where it is deemed desirable to exclude such from the other requirements of this Pay Plan shall be only as designated by the Governor.

Banks and Trust Commission

Annual Salary
50,000

Technical Advisor IV (Pos. No. 45254-50-92-300-00-01)

Annual Salary
75,000

Technical Advisor V (Pos. No. 45255-50-92-400-00-01)

Department of Central Management Services

Annual Salary
31,896

Executive Press Photographer (Pos. No. 14000-37-05-000-00-36)

Annual Salary
53,172

Information System Specialist II (Pos. No. 21212-37-10-000-09-08)

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Department of Commerce & Community AffairsCommerce & Community Affairs Program Executive
(Pos. No. 08400-42-00-070-00-01)Annual Salary
74,160Commerce & Community Affairs Program Executive
(Pos. No. 08400-42-30-000-00-01)Annual Salary
70,680Commerce & Community Affairs Program Executive
(Pos. No. 08400-42-40-000-00-01)Annual Salary
71,184Executive IV (Pos. No. 13854-42-35-110-00-01)Annual Salary
62,000Executive IV (Pos. No. 13854-42-25-200-00-01)Annual Salary
61,440Executive V (Pos. No. 13855-42-40-500-00-04)Annual Salary
66,642Public Information Officer IV (Pos. No. 37004-42-00-000-40-02)Annual Salary
46,764Department of ConservationAdministrative Assistant IV (Pos. No. 00504-12-00-000-40-02)Annual Salary
60,000Executive III (Pos. No. 13853-12-31-600-00-01)Annual Salary
54,024Executive V (Pos. No. 13855-12-33-000-00-01)Annual Salary
67,200Department of Employment SecurityAdministrative Assistant IV (Pos. No. 00504-44-00-000-20-01)Annual Salary
60,000Health Care Cost Containment CouncilExecutive V (Pos. No. 13855-50-72-000-00-01)Annual Salary
64,644Illinois Arts CouncilExecutive Director of the Illinois Arts Council
(Pos. No. 13868-50-90-000-00-01)Annual Salary
55,000

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Department of InsuranceDeputy Director (Pos. No. 12200-14-00-000-00-01)Annual Salary
72,600Insurance Program Executive (Pos. No. 21676-14-30-000-00-01)Annual Salary
77,760 80,868Department of Mental Health and Developmental DisabilitiesExecutive IV (Pos. No. 13854-22-15-200-20-01)Annual Salary
60,504Pharmacy Services Manager (Pos. No. 32015-22-59-914-10-01)Annual Salary
45,000Physician Administrator II (Pos. No. 32212-22-15-600-00-01)Annual Salary
90,000Psychologist Administrator II (Pos. No. 35617-22-38-141-00-01)Annual Salary
64,000Department of Public AidExecutive IV (Pos. No. 35889-33-00-000-00-51)Annual Salary
61,680Public Aid Program Executive II (Pos. No. 35889-33-00-000-00-54)Annual Salary
70,008Department of State PoliceDeputy Director (Pos. No. 12200-21-00-000-00-01)Annual Salary
62,769Executive V (Pos. No. 13855-21-00-000-40-01)Annual Salary
55,615Executive V (Pos. No. 13855-21-50-050-00-01)Annual Salary
72,461.52State Police Program Executive (Pos. No. 42250-21-00-510-00-01)Annual Salary
68,712State Police Program Executive (Pos. No. 42250-21-10-000-00-01)Annual Salary
67,889 76,719Technical Advisor IV (Pos. No. 45254-21-00-220-10-01)Annual Salary
76,000(Source: Amended at 18 Ill. Reg. _____, effective _____) **MAR 21 1994**

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Section 310.490 Other Pay Provisions

- a) **Transfer --** Upon assignment of an employee to a vacant position in a class with the same salary range as the class for the position being vacated, the employee's base salary will not be changed. Upon separation and subsequent appointment to a position in the same salary range, no increase in salary will be given.
- b) **Entrance Salary --** Normally upon entry to state service, an employee's base salary will be at the minimum salary of the salary range.
 - 1) Qualifications above Minimum Requirements --
 - A) If a candidate possesses directly related training and experience in excess of the minimum requirements of the class specification, the employing agency may grant an entrance salary up to the midpoint of the first half of the salary range, however, this shall not provide more than a 10% increase over the candidate's current salary. Such qualifications above the minimum requirements must possess documented support for higher than the minimum entrance salary.
 - B) An entrance salary above the middle of the first half of the salary range must have prior approval of the Director of Central Management Services. This approval will be based on consideration of the candidate's training and experience exceeding the requirements of the class, prior salary history, particular staffing requirements of an agency, and labor market influence on recruitment needs.
 - 2) **Area Differential --** For positions where additional compensation is required because of dissimilar economic or other conditions in the geographical area in which such positions are established, a higher entrance salary may be authorized by the Director of Central Management Services. Present employees receiving less than the new rate of pay shall be advanced to the new rate.
 - 3) Upon the geographical transfer from or to an area for which additional compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment, effective the first day of the month following the date of assignment.
- c) **Differential and Overtime Pay --** An eligible employee may have an amount added to the base salary for a given pay period for work performed which is in excess of the normal requirements for the position and work schedule, as follows:
 - 1) **Shift Differential Pay --** An employee may be paid an amount in addition to the base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
 - 2) **Overtime Pay --** The Director of the Department of Central Management Services shall maintain a listing of classes of positions subject to the provisions of the Merit Compensation System who

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- are eligible for overtime compensation. Classes in salary ranges MC 6 and below are eligible for straight-time overtime unless exceptions are determined by the Director of Central Management Services. Classes above MC 6 may be added to the list when requested by an agency and approved by the Director of Central Management Services in consideration of need of the agency and relationship to eligible titles. Employees in these classes of positions who are assigned and perform work in excess of the normal work schedule as established by the agency shall be compensated at a straight-time rate on either a cash or compensatory time-off basis for all hours worked in excess of a normal work week. Overtime in less than one-half hour increments per day shall not be accrued. If compensatory time is not liquidated within the fiscal year during which it is accrued, it must be liquidated at the end of the fiscal year in cash at the employee's rate of pay in effect at the time of liquidation. Any exception to the above provisions for overtime compensation shall be approved by the Director of the Department of Central Management Services. Such exceptions must be requested by the employing agency and will be determined on the basis of the special nature of the situation, a substantial need to provide overtime compensation and a significant number of hours worked beyond the normal work schedule, and will be granted only for a specified time period for which the special situation is expected to exist.
- d) **Part-Time Work --** Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily rate basis which will be computed from annual rates of salary and the total number of work days in the year.
 - e) **Out-of-Static Assignment --** Employees who are assigned to work out-of-state on a temporary basis may receive an appropriate differential during the period of the assignment, as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.
 - f) **Lump Sum Payment --** Shall be provided for accrued vacation and overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary layoff (per 80 Ill. Adm. Code 302.510) are not separations and therefore lump sum payments cannot be given in these transactions. Methods of computation are explained in Section 310.520(a) of the Merit Compensation System.
- AGENCY NOTE:** The method to be used in computing lump sum payment for vacation and overtime payment for an incumbent entitled to shift differential during the regular work hours will be to use the current base salary plus the shift differential pay.
- g) **Salary Treatment upon Return from Leave --** An employee returning from Military Leave, Peace Corps Leave, Vista Leave, Service-Connected Disability Leave, Leave to accept a Temporary, Emergency, Provisional, Exempt or Trainee position, or Education Leave will have his/her salary established as determined appropriate by the employing agency and approved by the Director of Central Management Services. However, in no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range. Creditable service date will be maintained. An employee returning to his/her former salary range from any other leave of over fourteen days will be placed at the salary which the employee received prior to the leave and the creditable service date will be extended by the duration of the leave.

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h) Employees in classes which are made subject to the Merit Compensation System after July 1, 1979, will retain their current salary, except that in no event is the resultant salary to be lower than the minimum rate or higher than the maximum rate of the new salary range.

i) Extra Duty Pay -- An employee may be paid an amount in addition to the base salary for services in addition to the regular work schedule on a special assignment. Additional compensation will be a rate and manner as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.

j) Salary Treatment Upon Reemployment --

- 1) Upon the reemployment of an employee in a class with the same salary range as the class for the position held before layoff, the employee will be placed at the same salary as held at the time of the layoff, and his creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the same salary as held at the time of layoff, except that if this exceeds the maximum of the new range, the employee will be placed at that maximum salary. The creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- k) Reinstatement -- The salary upon reinstatement of an employee will be as determined by the employing agency and approved by the Director of Central Management Services. This salary should not provide more than a 10% increase over the candidate's current salary, or exceed the salary rate held in the position where previously certified. In no event is the resulting salary to be lower than the minimum rate of higher than the maximum rate of the salary range.

l) Bilingual Pay --

- 1) Effective January 1, 1992, individual positions whose job descriptions require the use of sign language or a second language, shall receive an additional \$25.00 per month in addition to the employee's base rate.
- 2) Effective January 1, 1993, individual positions whose job descriptions require the use of sign language or a second language, shall receive \$50.00 per month in addition to the employee's base rate.
- 3) Effective January 1, 1994, individual positions whose job descriptions require the use of sign language or a second language, shall receive \$75.00 per month in addition to the employee's base rate.

m) Clothing or Equipment Allowance -- An employee may be paid an amount in addition to his/her base salary to compensate for clothing or equipment which is required in the performance of assigned duties. The amount will be determined by the Director of the employing agency, and will require approval of the Director of the Department of Central Management Services. The Director of the Department of Central Management Services will approve the manner and rate of this provision after considering the

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need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.

(Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994)

Section 310. TABLE T HR-010 (Teachers of Deaf, IFT)

ACADEMIC YEAR SCHEDULE
EFFECTIVE JULY 1, 1994

LANE	EDUCATIONAL LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	BA	18,852	19,947	21,025	22,098	23,233	24,344	26,378
2	BA + 8 Hours	19,472	20,560	21,695	22,825	24,001	25,141	27,251
3	BA + 16 Hours	20,013	21,195	22,385	23,558	24,689	25,936	28,145
4	BA + 24 Hours	20,577	21,812	23,046	24,276	25,532	26,755	29,064
5	MA	21,203	22,447	23,707	24,994	26,297	27,542	29,936
6	MA + 16 Hours	21,710	22,962	24,231	25,527	26,837	28,088	30,521
7	MA + 32 Hours	22,370	23,627	24,909	26,215	27,534	28,795	31,275

ACADEMIC YEAR SCHEDULE
EFFECTIVE JANUARY 1, 1992

LANE	EDUCATIONAL LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	BA	18,852	19,947	21,025	22,098	23,233	24,344	26,678
2	BA + 8 Hours	19,472	20,560	21,695	22,825	24,001	25,141	27,551
3	BA + 16 Hours	20,013	21,195	22,385	23,558	24,689	25,936	28,445
4	BA + 24 Hours	20,577	21,812	23,046	24,276	25,532	26,755	29,264
5	MA	21,203	22,447	23,707	24,994	26,297	27,542	30,236
6	MA + 16 Hours	21,710	22,962	24,231	25,527	26,837	28,088	30,821
7	MA + 32 Hours	22,370	23,627	24,909	26,215	27,534	28,795	31,575

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

ACADEMIC YEAR SCHEDULE
EFFECTIVE JULY 1, 1992

EDUCATIONAL LEVEL	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8
1	19,323	20,446	21,551	22,650	23,814	24,922	27,345
2	19,959	21,074	22,237	23,396	24,601	25,770	28,240
3	20,513	21,725	22,945	24,147	25,306	26,584	29,156
4	21,091	22,357	23,622	24,883	26,170	27,424	30,098
5	21,733	23,008	24,300	25,619	26,954	28,231	30,992
6	22,353	23,536	24,837	26,165	27,508	28,790	31,592
7	22,929	24,218	25,532	26,870	28,222	29,515	32,364
EDUCATIONAL LEVEL	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8
1	19,709	20,855	21,982	23,103	24,290	25,420	27,892
2	20,358	21,495	22,682	23,864	25,093	26,285	28,805
3	20,923	22,160	23,404	24,630	25,812	27,116	29,739
4	21,513	22,804	24,094	25,381	26,693	27,972	30,700
5	22,168	23,468	24,786	26,131	27,493	28,796	31,612
6	22,698	24,007	25,334	26,688	28,058	29,366	32,224
7	23,388	24,702	26,043	27,407	28,786	30,105	33,011

ACADEMIC YEAR SCHEDULE
EFFECTIVE JULY 1, 1993

EDUCATIONAL LEVEL	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8
1	20,694	21,898	23,081	24,258	25,505	26,691	29,287

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2	BA + 8 Hours	21,376	22,570	23,816	25,057	26,348	27,599	30,245
3	BA + 16 Hours	21,969	23,268	24,574	25,862	27,103	28,472	31,226
4	BA + 24 Hours	22,589	23,944	25,299	26,650	28,028	29,371	32,235
5	MA	23,276	24,641	26,025	27,438	28,868	30,236	33,193
6	MA + 16 Hours	23,833	25,207	26,604	28,022	29,461	30,834	33,835
7	MA + 32 Hours	24,557	25,937	27,345	28,777	30,225	31,610	34,662

ACADEMIC YEAR SCHEDULE
EFFECTIVE SEPTEMBER 1, 1993

LANE	EDUCATIONAL LEVEL	STEP						
		1	2	3	4	5	6	7
1	BA	21,647	22,848	24,031	25,209	26,454	27,642	30,237
2	BA + 8 Hours	22,326	23,522	24,767	26,007	27,299	28,550	31,195
3	BA + 16 Hours	22,920	24,218	25,524	26,811	28,054	29,423	32,177
4	BA + 24 Hours	23,540	24,895	26,251	27,600	28,980	30,322	33,186
5	MA	24,227	25,592	26,975	28,389	29,819	31,186	34,143
6	MA + 16 Hours	24,783	26,158	27,551	28,973	30,411	31,785	34,785
7	MA + 32 Hours	25,508	26,888	28,295	29,729	31,177	32,560	35,613

Educators who do not possess bilingual skills shall receive \$75 per month less than the appropriate rate of pay.

(Source: Amended at 18 Ill. Reg. _____, effective _____, MAR 21 1994)

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

- 1) Heading of the Part: Emergency Shelter Grants Program
- 2) Code Citation: 47 Ill. Adm. Code 160
- 3) Section Numbers:
- | | |
|--------|------------------------|
| 160.10 | <u>Adopted Action:</u> |
| 160.30 | Amendment |
| 160.40 | Amendment |
| 160.50 | Amendment |
| 160.60 | Amendment |
| 160.70 | Amendment |
| 160.80 | Amendment |

- 4) Statutory Authority: Implementing and authorized by Ill. Rev. Stat. 1991, ch. 127, par. 46.42 [20 ILCS 605/46.42].

- 5) Effective Date of Amendments: **MAR 21 1994**

- 6) Does this rulemaking contain an automatic repeal date? No.
- 7) Do these amendments contain incorporations by reference? No.
- 8) Date Filed in Agency's Principal Office: March 11, 1994.
- 9) Notice of Proposal Published in Illinois Register: October 1, 1993 (17 Ill. Reg. 15747).

- 10) Has JCAR issued a Statement of Objections to these amendments? No.

- 11) Differences between proposal and final version: The following changes were made in response to comments received during the first public comment period:

The following language in Section 160.30(b)(4) was added: Not more than thirty (30) percent of the grant amounts is used for these services.

In addition, various typographical and form changes were made in response to the comments from the Administrative Code Division.

- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes.

- 13) Will these amendments replace an emergency amendment currently in effect? No.

- 14) Are there any amendments pending on this Part? No.

- 15) Summary and Purpose of Amendments: Since the enactment of the

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

Emergency Shelter Grants Program, the federal government has implemented numerous program amendments, including eligible uses of funds, increased caps on the expenditure of funds on essential service and prevention activities, and flexibility in compliance with match requirements. These amendments require revision of State administrative rules in order to maintain consistency.

- 16) Information and questions regarding these adopted amendments shall be directed to:

Mr. Norman Sims, Deputy Director
Bureau of Community Development
Department of Commerce and Community Affairs
620 East Adams Street, 5th Floor
Springfield, Illinois 62701
Telephone Number: (217) 785-6174
T.D.D. Number: (217) 785-6055

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

TITLE 47: HOUSING AND COMMUNITY DEVELOPMENT
CHAPTER 1: DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

PART 160
EMERGENCY SHELTER GRANTS PROGRAM

Section	Purpose
160.10	Definitions
160.20	Program Requirements
160.30	Shelter Categories
160.40	Notice of Fund Availability
160.50	Application Requirements
160.60	Selection for Funding
160.70	Administrative Requirements
160.80	Incorporation by Reference
160.90	

AUTHORITY: Implementing Sections 46.37(f), 46.38, and 46.41 of the Civil Administrative Code of Illinois (Ill. Rev. Stat. 1991, ch. 127, pars. 46.37(f), 46.38, and 46.41) [20 ILCS 605/46.37(f), 46.38 and 46.41], "AN ACT making appropriations for Agriculture, Rural Development, and Related Agencies programs for the fiscal year ending September 30, 1987, and for other purposes" (P.L. 99-500, effective October 18, 1986, Section 101(g)), and the U.S. Department of Housing and Urban Development Emergency Shelter Grants Program rules (24 CFR 575 (1987)) and authorized by Section 46.42 of the Civil Administrative Code of Illinois (Ill. Rev. Stat. 1991, ch. 127, par. 46.42) [20 ILCS 605/46.42].

SOURCE: Emergency rules adopted at 11 Ill. Reg. 15233, effective August 27, 1987, for a maximum of 150 days; adopted at 12 Ill. Reg. 3676, effective January 29, 1988; amended at 13 Ill. Reg. 2024, effective February 6, 1989; amended at 18 Ill. Reg. _____, effective MAR 21 1994.

Section 160.10 Purpose

The purpose of the Emergency Shelter Grants Program is to help improve the quality of emergency shelters for the homeless and to help meet the costs of operating emergency shelters and of providing essential social services to homeless individuals so that these individuals have access not only to safe and sanitary shelter but also to the supportive services and other types of assistance they need to improve their situations provide assistance for homeless and near-homeless individuals through local not-for-profit organizations, thus affording emergency relief from human deprivation.

(Source: Amended 18 Ill. Reg. _____, effective MAR 21 1994)

Section 160.30 Program Requirements

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NOTICE OF ADOPTED AMENDMENT(S)

- a) Eligible Grantees. Any unit of general local government may apply for funding on behalf of any private, not-for-profit organization operating a homeless shelter program providing services to the homeless, or a not-for-profit organization may apply directly for funds.
- b) Eligible activities. Emergency shelter grant amounts may be used for one or more of the following activities relating to emergency shelter for the homeless:
- 1) Renovation, rehabilitation, or conversion of buildings (as defined in 24 CFR 575.3 (1987)) for use as emergency shelters for the homeless. Reimbursement under these activities shall not exceed the cost to erect a comparable new building.
 - 2) Provision of essential services, including (but not limited to) services concerned with employment, health, substance abuse, education, or food. Grant amounts provided to a unit of general local government or not-for-profit organization may be used to provide an essential service only if:
 - A) The service is a new service or a quantifiable increase in the level of a service above that which the unit of general local government provided during the twelve (12) calendar months immediately before it received the grant amounts; and
 - B) Not more than fifteen (15) thirty (30) percent of the grant amounts is used for these services.
 - 3) Payment of maintenance, operation (including rent, but excluding staff, insurance, utilities, and furnishings and food).
 - 4) Homelessness prevention activities, such as short-term subsidies to defray rent and utility arrearage for families that have received eviction or utility termination notices, security deposits or first month's rent, or other innovative programs and activities designed to prevent homelessness. Not more than thirty (30) percent of the grant amounts is used for these services.
 - c) Ineligible activities. Emergency shelter grant amounts may not be used for activities other than those authorized under subsection (b). For example, grant amounts may not be used for:
 - 1) Acquisition of an emergency shelter for the homeless;
 - 2) Any administrative or staffing costs other than those permitted in subsection (b) (e.g., essential services maintenance);
 - 3) Rehabilitation services, such as preparation of work specifications, loan processing or inspections; Or
 - 4) Improvement of buildings owned by religious organizations including such organizations as the Salvation Army unless the conditions of 24 CFR 575.21(b)(2)(i) through (viii) are met; Or.
 - 5) Costs to the local government to fire, audit, and grant administration costs.
 - d) Matching Funds. Each applicant must supplement its emergency shelter grant request or demonstrate an attempt to supplement with an equal amount of funds from other sources. In-kind contributions will be considered, including, for example, the value of any donated material

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

or building; the value of any lease on a building; any salary paid to staff in carrying out the program; and the time and services of volunteers. (The value of that time is to be determined at a rate of \$5.00 per hour.) The necessary amount of matching funds must only be provided after the date of grant award; however, letters of commitment which document matching contributions must be submitted with the application.

- e) Support Services and Referral Linkages. Homeless individuals must have access to assistance in obtaining support services. This includes permanent housing, medical and mental health treatment, counseling and similar services essential to achieve independent living. A referral system must be demonstrated to be in place, providing for services and aid (whether or not these services are to be provided with grant funds) and assuring a coordinated approach to serving the homeless.

Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994 _____)

Section 160.40 Shelter Categories

Applicants may propose to provide shelter assistance within one of the following shelter categories:

- a) Emergency Shelters (limited) which provide bed space and food, one night at a time, and do not provide supportive services.
 b) Emergency Shelters (programmatic) which provide bed space and food for one night or more and some supportive services.
 c) Transitional Shelters which provide temporary residence, food and some supportive services, not to exceed 120 consecutive days. The shelter accommodates three or more persons who are not related to the applicants or owner by blood or marriage. ~~Medicat--care may be provided; but not on the premises.~~

Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994 _____)

Section 160.50 Notice of Fund Availability

The Department of Commerce and Community Affairs (Department) shall release on an annual basis request for proposals (RFPs) for the purpose of soliciting formal applications from eligible local governments and not-for-profit organizations. Applicants shall submit completed packages in accordance with a schedule annually established by the Department. An original and three ~~two~~ copies should be submitted to the ~~Division of Management and Program Development~~ Housing Assistance Division.

(Source: Amended at 18 Ill. Reg. _____, effective MAR 21 1994 _____)

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

Section 160.60 Application Requirements

An application must include the following information:

- a) Project Summary - A description of the proposed project and the purpose for the funding request. The summary should include a brief history of the not-for-profit organization's experience in providing services to the homeless. It must also identify the types of clients to be served, the type of services to be provided, and how those services will address the needs of the homeless.
 b) Needs Statement - A statement which describes the need for the proposed project. The statement should include an estimate, if available, of the number of homeless persons in need of assistance in the area and the estimated number to be served by the proposed project. Area services available to the homeless must be identified and an explanation provided as to how the proposed project would complement existing services or provide services that are currently unavailable.
 c) Project Activity Description - A description of activities to be performed under the project, the amount and source of funding for each activity, and a schedule for the implementation of those activities (include beginning and ending dates). If rehabilitation is identified as an activity, the type of work to be done must be detailed and estimates of cost must be attached. Also tasks necessary to achieve expected results must be detailed (e.g., building or zoning permits).
 d) Project Costs - A breakdown of all project costs by source of funding for ~~rehabilitation, construction, program operations, and provision of services~~ eligible activities.
 e) Application Documentation - The following documentation must accompany an application:
 1) If funds are to be used for major rehabilitation or conversion of a building, certification that the building will remain a shelter for a period not less than ten years.
 2) If funds are to be used for eligible activities specified in 24 CFR 575.21(a)(1) and (3) (1987), certification that the building will be maintained as a shelter for not less than three years.
 3) Letters documenting the shelter facility has been inspected and meets the state and local requirements or standards relating to health and safety or copies of waivers of such requirements from the responsible agency.
 4) A letter of transmittal and ~~resolution of support from the~~ certification of local government approval.
 5) Certification that any building improvements accomplished with grant funds do not affect historic property or jeopardize an endangered species.
 6) Certification that any building improvements accomplished with grant funds will not be made to buildings located in an area identified as having special flood hazards in accordance with HUD Emergency Shelter Grants Program rules (24 CFR 575.33(b)(4)(i)(B) (1987)).

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- 7) Letters of support and/or agreements with social service agencies or local Federal Emergency Management Agency (FEMA) boards which support the needs statement.
- 8) Certification by the local government that its proposed project will be administered in compliance with the requirements of HUD Emergency Shelter Grants Program rules (24 CFR 575.59 (1987)).

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 2 1994)

Section 160.70 Selection for Funding

- a) The Department shall screen applications to determine that all requirements of the application package have been addressed. Completed applications will be reviewed and evaluated by Department staff to determine which applicants:
- 1) demonstrate the greatest need for funds in their
 - A) estimate of the number of homeless in the area and the number of homeless to be served by grant funds,
 - B) description of the unmet needs of the homeless in the area, and
 - C) description of the relationship of the proposed activities to the identified needs;
 - 2) propose projects that best meet the objectives of the program and the demonstrated needs of the area's homeless;
 - 3) indicate a successful history of the not-for-profit organization in providing services to the homeless; and
 - 4) have the ability to utilize funds immediately.
- b) Preference in selection will be given to projects which complement and support homeless activities being carried out locally and which demonstrate that a system for coordinating these activities and other services is being used.
- c) The review of applications will be completed within seventy-five (75) days of the application due date. Local governments and not-for-profit organizations will be notified in writing as to availability of funds and application due date. Funds will be awarded on a competitive basis using the criteria specified in subsections (a) and (b) until all available funds are expended.
- d) The Department reserves the right to deny application funding when submitted applications involve eligible units of government and/or not-for-profit organizations with serious unresolved audit or monitoring findings related to performance capacity, and/or who consistently fail to comply with program requirements. Examples include, but are not limited to:
- 1) untimely submittal of progress reports;
 - 2) untimely expenditures of ESGP funds;
 - 3) commingling of ESGP funds with other funds; and
 - 4) untimely submittal of other requested documentation.

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 2 1994)

Section 160.80 Administrative Requirements

- a) Progress Reports - Annual progress reports will outline the obligation required by the Department. These reports will outline the obligation and expenditure of funds under the shelter grants program. The Department reserves the right to request additional information to further clarify or document activities as may be necessary.
- b) Financial Management Standards - The local government as the grantee is accountable for all funds received under this program. The grantee through the agreement with the not-for-profit organization must maintain accountability over all funds, equipment, property and other assets under the grant as required by the Department. Records shall be kept which detail the expenditures of grant funds and accurately document such expenditures.
- c) Monitoring - The Department will monitor each homeless shelter grant funded under this program periodically throughout the fiscal year. The project will be evaluated for compliance with the terms and conditions of the grant document.
- d) Audits - The local government as the grantee will grantee shall be responsible for having an annual financial and compliance audit of all grant records performed in accordance with HUD Non-Federal Governmental Audit Requirements (24 CFR Part 44 (1987)). Such the audit of all appropriate project records will be performed by an independent public accountant, certified and licensed by the authority of the State of Illinois and selected by the Department in conjunction with and upon receiving advice from the grantee. The grant audit must be conducted in accordance with the Comptroller General's Standards for Audits of Governmental Organizations, Programs, Activities, or Functions. The grantee may secure an independent audit of its Emergency Shelter Grants Program grant in the same manner as it secures its regular audits. Audits must be performed in accordance with the Single Audit Act of 1984 and OMB Circular A-128, if applicable, provided it follows the requirements of OMB Circular A-102. Attachment O, which provides for maximum open and free competition, the grant This audit should be conducted as part of the grantee's annual audit as is generally required by State law. Subgrantees (private nonprofit organizations) are subject to the audit requirements of OMB Circular A-119 (47-119-Adm-Code-1-Appendix-B). The grantee will provide the Department with six (6) copies of its annual audit. The Department will work with the local government until any audit questions are resolved (e.g. through technical assistance coordination of the audit functions between the audit firm, the Department, and the grantee). Additional provisions governing the audit process are outlined in 47-119-Adm-Code-1-190 (e) through (g). The grantee shall contact, in writing, the Department's Office of Audits when the project is completed and advise the

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

Department that the project is ready for audit, providing the name of the audit firm selected. Notification shall be addressed to:

Office of Audits
Department of Commerce and Community Affairs
620 East Adams Street, 2nd Floor
Springfield, Illinois 62701

The Department reserves the right to conduct special audits, at any time during normal working hours, of funds expended under this agreement.

e) Special Conditions and Terms - Successful applicants, prior to the release of funds, must submit documentation to substantiate that assertions made in the application are met. The Department reserves the right to establish the amount of the grant award. Grant-related expenses may be incurred only after all grant conditions have been met and the grant award document executed.

f) Memorandum of Agreement - Each If the grantee is a local government, it will enter into an agreement with the not-for-profit organization undertaking the proposed project activities. This agreement will govern project activities and the release of funds.

g) For the purposes of this part, additional administrative provisions specified in 47 Ill. Adm. Code 1.110 and those found in HUD Emergency Shelter Grants Program rules (24 CFR 575.59, 575.61, 575.63, 575.65, 575.67, and 575.69 (1987)) are applicable.

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 21 1994)

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

- 1) Heading of the Part: Enterprise Zone Program
- 2) Code Citation: 14 Ill. Adm. Code 520
- 3) Section Numbers: Adopted Action:
520.520 New Section
- 4) Statutory Authority: Implementing and authorized by 20 ILCS 655/11.1 (P.A. 87-981).
- 5) Effective Date of Amendments: **MAR 21 1994**
- 6) Does this rulemaking contain an automatic repeal date? No.
- 7) Do these amendments contain incorporations by reference? No.
- 8) Date Filed in Agency's Principal Office: March 11, 1994.
- 9) Notice of Proposal Published in Illinois Register: July 2, 1993 (17 Ill. Reg. 9791).
- 10) Has JCAR issued a Statement of Objections to these amendments? No.
- 11) Differences between proposal and final version: The following changes were made in response to comments received during the first public comment period:

The following language in Section 520.520(b)(3) was deleted: a list of enterprise zone incentives received by the business and a value of each incentive received.

The language was amended in Section 520.520(d) to also require that notification of business cessation be submitted to the chief elected official of the enterprise zone community or the chief elected official of the municipality and the County Board Chairperson in the case of a joint zone.

In addition, various typographical and form changes were made in response to the comments from the Administrative Code Division.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? No agreements letter was received from JCAR.
- 13) Will these amendments replace an emergency amendment currently in effect? No.
- 14) Are there any amendments pending on this Part? No.

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

15) Summary and Purpose of Amendments: These rules are being implemented to comply with P.A. 87-981. This Act requires a business located in an enterprise zone which has received a benefit of the program to notify the department and local officials within 60 days of the cessation of business.

16) Information and questions regarding these adopted amendments shall be directed to:

Mr. Norman Sims, Deputy Director
Bureau of Community Development
Department of Commerce and Community Affairs
620 East Adams Street, 5th Floor
Springfield, Illinois 62701
Telephone Number: (217) 785-6174
T.D.D. Number: (217) 785-6055

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

TITLE 14: COMMERCE

SUBTITLE C: ECONOMIC DEVELOPMENT

CHAPTER I: DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

PART 520
ENTERPRISE ZONE PROGRAM

SUBPART A: DEFINITIONS

Section
520.100 Definitions

SUBPART B: APPLICATION AND CERTIFICATION

Section
520.200 Eligible Applicants
520.210 Eligibility Criteria
520.220 Form of Application
520.230 Application Procedures
520.240 Joint Application
520.250 Application Evaluation and Ranking

SUBPART C: AMENDMENT AND DECERTIFICATION

Section
520.300 Application Overview
520.310 Boundary Changes
520.315 Application to Change Incentives, Alter Termination Date, and Make Technical Corrections
520.320 Decertification

SUBPART D: DESIGNATED ZONE ORGANIZATIONS

Section
520.400 General
520.410 Project Eligibility and Approval
520.420 Charitable Contributions

SUBPART E: LOCAL RESPONSIBILITIES

Section
520.500 Reporting and Monitoring
520.510 Administration
520.520 Business Cessation Notification

SUBPART F: TAX INCENTIVES

Section
520.600 Jobs Tax Credit

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

SUBPART G: HIGH IMPACT BUSINESSES IN ILLINOIS

Section
520.700 Definitions
520.710 Eligible Applicants
520.720 Eligibility Criteria
520.730 Form of Application
520.740 Application Review and Approval
520.750 Revocation of the High Impact Business Designation

SUBPART H: INVESTMENT TAX CREDIT CARRY-FORWARD

Section
520.800 Definitions (Repealed)
520.810 Eligibility Criteria (Repealed)
520.820 Form of Application (Repealed)
520.830 Application Review and Approval Process (Repealed)

SUBPART I: MACHINERY AND EQUIPMENT/POLLUTION
CONTROL FACILITIES SALES TAX EXEMPTION

Section
520.900 Definitions
520.910 Eligibility Criteria
520.920 Form of Application
520.930 Application Review and Approval Process

SUBPART J: ENTERPRISE ZONE UTILITY TAX EXEMPTION

Section
520.1000 Definitions
520.1010 Eligibility Criteria
520.1020 Form of Application
520.1030 Application and Approval Process

SUBPART K: HIGH IMPACT SERVICE FACILITY MACHINERY AND EQUIPMENT SALES TAX
EXEMPTION

Section
520.1100 Definitions
520.1110 Eligibility Criteria
520.1120 Form of Application
520.1130 Application and Approval Process
520.1140 Use Tax Exemption

AUTHORITY: Implementing the Illinois Enterprise Zone Act (Ill. Rev. Stat. 1991, ch. 67 1/2, pars. 601 et seq.) [20 ILCS 655]; Sections 201(f), (g) and (h) of the Illinois Income Tax Act (Ill. Rev. Stat. 1991, ch. 120, pars. 2-201(f), (g), and (h)) [35 ILCS 5/201(f), (g) and (h)]; Sections 1d-1f and

DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

NOTICE OF ADOPTED AMENDMENT(S)

1i-1j of the Retailers' Occupation Tax Act (Ill. Rev. Stat. 1991, ch. 120, pars. 440d-440f and 440i-440j) [35 ILCS 120/1d, 1e, 1f, 1i, and 1j]; and Sections 9-221, 9-222, and 9-222.1 of the Public Utilities Act (Ill. Rev. Stat. 1991, ch. 111 2/3, pars. 9-221, 9-222, and 9-222.1) [20 ILCS 5/9-221, 5/9-222 and 5/9-222.1] and authorized by Section 46.42 of the Civil Administrative Code of Illinois (Ill. Rev. Stat. 1991, ch. 127, par. 46.42) [20 ILCS 605/46.42].

SOURCE: Adopted at 9 Ill. Reg. 11790, effective July 24, 1985; emergency amendments at 10 Ill. Reg. 4936, effective March 11, 1986 for a maximum of 150 days; amended at 10 Ill. Reg. 7323, effective April 18, 1986; amended at 10 Ill. Reg. 12563, effective July 7, 1986; amended at 10 Ill. Reg. 12915, effective July 22, 1986; amended at 10 Ill. Reg. 15200, effective September 8, 1986; amended at 10 Ill. Reg. 16580, effective September 24, 1986; amended at 10 Ill. Reg. 19718, effective November 6, 1986; amended at 11 Ill. Reg. 11054, effective June 5, 1987; emergency amendments at 11 Ill. Reg. 11174, effective June 8, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 16091, effective September 29, 1987; amended at 12 Ill. Reg. 4115, effective February 8, 1988; amended at 12 Ill. Reg. 11201, effective June 17, 1988; amended at 12 Ill. Reg. 17823, effective October 21, 1988; emergency amendment at 13 Ill. Reg. 16117, effective October 2, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 19936, effective December 7, 1989; amended at 14 Ill. Reg. 3445, effective February 27, 1990; amended at 15 Ill. Reg. 8683, effective May 30, 1991; amended at 16 Ill. Reg. 89, effective December 20, 1991; amended at 17 Ill. Reg. 1837, effective February 1, 1993; amended at 18 Ill. Reg. _____, effective **MAR 21 1994**.

SUBPART E: LOCAL RESPONSIBILITIES

Section 520.520 Business Cessation Notification

- a) Section 617.1 of the Illinois Enterprise Zone Act [20 ILCS 655/11.1] requires a business located within an enterprise zone and which has received tax credits or exemptions, regulatory relief or any other benefits under this Act to notify the Department of Commerce and Community Affairs and the officials of the county and municipality in which the business is located within 60 days after the cessation of business operations. For purposes of this regulation, business cessation shall mean:
- 1) the business has closed and is not conducting business in any capacity within the boundaries of the enterprise zone;
 - 2) the business has relocated its operations in whole to another area outside the boundaries of the enterprise zone; or
 - 3) the acquisition or assumption of the existing business (which has been certified to receive either the Enterprise Zone Utility Tax Exemption or the Enterprise Zone Expanded Manufacturing Machinery and Equipment/Pollution Control Facilities Sales Tax Exemption) and/or assets by another entity.
- b) In the case of business cessation under the categories specified under subsections (a)(1) and (a)(2), notification shall consist of a letter

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from the person in charge at the affected facility identifying:

- 1) the date of business cessation; and
 - 2) the number of employees at the time of business cessation.
- c) In the case of a business cessation under the category specified in subsection (a)(3), notification shall consist of a letter from the person in charge at the affected facility identifying:
- 1) the date of purchase;
 - 2) the name of the new business; and
 - 3) the type of exemption that the acquired or assumed business was receiving (either the Enterprise Zone Utility Tax Exemption or the Enterprise Zone Expanded Manufacturing Machinery and Equipment/Pollution Control Facilities Sales Tax Exemption).
- d) Notification of the business cessation shall be submitted to:
- 1) Office Chief, Office of Economic Development Programs, Department of Commerce and Community Affairs, 620 East Adams Street, Springfield, Illinois 62701;
 - 2) the chief elected official of the enterprise zone community in which the business was located in; and
 - 3) in the case of a joint zone, the chief elected official of the municipality and the County Board Chairperson of the participating county.

(Source: MAR 21 1994 at 18 Ill. Reg. _____, effective _____)

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- 1) The Heading of the Part: Program Accounting Manual
- 2) Code Citation: 23 Ill. Adm. Code 110
- 3)

<u>Section Number:</u>	<u>Adopted Action:</u>
110.20	Amendment
110.25	Amendment
110.40	Amendment
110.50	Amendment
110.90	Amendment
110.100	Amendment
110.110	Amendment
110.115	Amendment
110.120	New Section
110.125	New Section
110.135	New Section
110.TABLE A	Amendment
110.TABLE B	Amendment
110.TABLE C	Amendment
110.TABLE D	Amendment
- 4) Statutory Authority: Ill. Rev. Stat. 1991, ch. 122, pars. 2-3.17a, 2-3.27, 2-3.28, and 34-43.1 [105 ILCS 5/2-3.17a, 2-3.27, 2-3.28, and 34-43.1].
- 5) Effective Date of Rules: MAR 22 1994
- 6) Does this rulemaking contain an automatic repeal date? No.
- 7) Does this rule contain incorporations by reference? Yes; see Section 110.110(a)(5).
- 8) Date Filed in Agency's Principal Office: March 15, 1994.
- 9) Notice of Proposal Published in Illinois Register:
October 22, 1993; 17 Ill. Reg. 18283.
- 10) Has JCAR issued a Statement of Objections to these rules?
No.
- 11) Difference(s) between proposal and final version: There are numerous minor differences between the proposal and the final version. All of these reflect technical corrections; they involve statutory citations and punctuation for the most part. No substantive changes have been made.

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12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR?
No agreement letter was issued, and only technical corrections were made as noted above.

13) Will this amendment replace an emergency amendment currently in effect? No.

14) Are there any amendments pending on this Part? No.

15) Summary and Purpose of Amendments:

These amendments represent a comprehensive updating of the Program Accounting Manual. Programmatic and legislative changes have necessitated the incorporation of new fund and account names and codes.

For example, P.A. 87-984 established a separate fund for all fire prevention, safety, energy conservation, and school security receipts and disbursements. The addition of the "Fire Prevention and Safety Fund" altered numerous dimensions of the Program Accounting Manual.

Also, the name of Fund 60 has been changed to "Site and Construction and Capital Improvements Fund." Fund 90 has been changed to be the new Fire Prevention and Safety Fund. As a result of these fund changes, it was necessary to establish new and/or different code numbers within these funds in the balance sheet, revenue, and expenditure dimensions of the manual.

Some further changes occurred due to programmatic title changes. Finally, explanatory material has been added and statutory citations have been updated throughout.

16) Information and questions regarding this adopted amendment shall be directed to:

Name: Becky Harms
Address: Illinois State Board of Education
100 North First Street
Springfield, Illinois 62777-0001
Telephone: (217) 782-5256

The full text of the adopted amendments begins on the next page:

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TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER I: STATE BOARD OF EDUCATION
SUBCHAPTER C: FINANCE

PART 110
PROGRAM ACCOUNTING MANUAL

Section	
110.10	Use of this Manual
110.20	Fund Accounting
110.25	Transfer of Interest to Other Funds
110.30	Balance Sheet Accounting
110.40	Revenue Accounting
110.50	Expenditure Accounting
110.60	Criteria for Cost Identification
110.70	Account Classification Summary
110.80	Transaction Codes
110.90	State Reporting Requirements
110.100	Budgeting
110.110	Audit Requirements
110.115	Educational Service Region Audit
110.120	Supplies and Equipment
110.125	Revolving/Imprest Fund
110.135	Petty Cash Fund

110. TABLE A	EXPLANATION OF FUNDS
110. TABLE B	DEFINITIONS OF BALANCE SHEET ACCOUNTS
110. TABLE C	DEFINITIONS OF REVENUE CLASSIFICATIONS
110. TABLE D	DEFINITIONS OF EXPENDITURE DIMENSIONS

AUTHORITY: Implementing and authorized by Sections 2-3.17a, 2-3.27, 2-3.28 and 34-43.1 of the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 2-3.17a, 2-3.27, 2-3.28 and 34-43.1) [105 ILCS 5/2-3.17a, 2-3.27, 2-3.28, and 34-43.1].

SOURCE: Adopted at 10 Ill. Reg. 20508, effective December 2, 1986; amended at 13 Ill. Reg. 7610, effective May 4, 1989; amended at 14 Ill. Reg. 20608, effective December 14, 1990; amended at ___ Ill. Reg. ___, effective MAR 22, 1994.

NOTE: Capitalization denotes statutory language.

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Section 110.20 Fund Accounting

a) Financial administration requires that each transaction be identified for administrative and accounting purposes. The first identification is by "fund" which is an independent fiscal and accounting entity, requiring its own set of self-balancing accounts, and created in accordance with special regulations, and restrictions, and limitations that earmark each fund for a specific activity or for attaining certain objectives (see Table A). Each fund must be accounted for so that the identity of its resources and obligations and its revenues and expenditures is continually maintained.

b) The number of funds to be maintained by a particular LEA depends on the nature of its operations rather than on the size of the LEA. Whenever a tax levy is authorized for a given purpose, proper legal accountability for the revenues and expenditures is required. This results in a minimum of two funds for every operating school district in Illinois: an Educational Fund and an Operations and Maintenance Fund.

c) If the LEA filed a levy for municipal retirement and filed a levy for social security and Medicare only purposes, then the LEA must maintain a Municipal Retirement/Social Security Fund.

d) If taxes are levied to retire bond principal and to pay bond interest, and/or service charges thereon, then the LEA must maintain a Bond and Interest Fund for each outstanding bond issue.

e) If pupils are transported at ~~school district~~ LEA expense either to and from school or for other purposes, a Transportation Fund must be maintained.

f) If bonds are sold to finance construction other than Fire Prevention and Safety, a Site and Construction and Capital Improvements Fund must be maintained to account for the bond proceeds of each bond issue other than Fire Prevention and Safety.

g) If bonds are sold for a Working Cash Fund, a separate fund must be created. This fund would also be created by the filing of a working cash tax levy.

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h) If buildings are rented from the Capital Development Board, a Rent Fund must be maintained.

11 If taxes are levied for an approved capital improvements project (as described in the resolution and on the ballot), then revenues/expenditures must be identified separately within the Site and Construction and Capital Improvements Fund.

11 If taxes are levied on bonds sold for an approved Fire Prevention and Safety project, then the LEA must identify each project/amendment separately within the Fire Prevention and Safety Fund.

11 ~~11~~ In addition to the funds, there are two self-balancing groups of accounts for maintaining accounting records of capital assets and long-term liabilities. The General Fixed Assets Account Group records all tangible fixed assets of the LEA including land, buildings, machinery, equipment, furniture and fixtures, regardless of which fund provided the cash at the time of purchase. The General Long-Term Debt Account Group records all outstanding bonds of the LEA and other long-term debt.

11 ~~11~~ To designate the nine funds and two groups of accounts by symbol rather than using the full descriptions, this standardized numerical designation will be used as the code for this dimension.

1) 10 for Educational Fund

2) 20 for Operations and Maintenance Fund

3) 30 for Bond and Interest Fund

4) 40 for Transportation Fund

5) 50 for Municipal Retirement/Social Security Fund

6) 60 for Site and Construction and Capital Improvements Fund

7) 70 for Working Cash Fund

8) 80 for Rent Fund

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9) 90 for ~~Capital Improvements Fund~~ Fire Prevention and Safety Fund

10) 98 for General Fixed Assets Account Group

11) 99 for General Long-Term Debt Account Group

ML *+ LEA's shall use funds appropriate to the legal requirements of their operations and code such funds in the fund dimension. For example, if fund 50 is not used because it is unnecessary to maintain a Municipal Retirement/Social Security Fund, Code 50 cannot be used to designate the Site and Construction and Capital Improvements Fund since 60 has already been (for the purpose of this dimension) assigned as the standard code for the Site and Construction and Capital Improvements Fund.

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994)

Section 110.25 Transfer of Interest to Other Funds

INTEREST EARNED FROM THE VARIOUS FUNDS MAY BE TRANSFERRED TO OTHER FUNDS WHICH ARE DETERMINED TO BE IN NEED OF THE INTEREST INCOME UNLESS OTHERWISE RESTRICTED BY BOARD RESOLUTION. However, pursuant to Section 10-22.44 of ~~the~~ the School Code (Ill. Rev. Stat. ~~1999~~ 1991, ch. 122, par. 10-22.44) 105 ILCS 5/10-22.44, INTEREST EARNED ON FUNDS FOR THE PURPOSES OF ILLINOIS MUNICIPAL RETIREMENT UNDER THE PENSION CODE; TORT IMMUNITY UNDER THE LOCAL GOVERNMENTAL AND GOVERNMENTAL EMPLOYEES TORT IMMUNITY ACT; FIRE PREVENTION AND SAFETY; ENVIRONMENTAL AND ENERGY; AND CAPITAL IMPROVEMENTS MAY NOT BE TRANSFERRED. Interest earned on the Working Cash Fund may ~~only~~ be transferred to ~~the Education Fund, Transportation Fund, or the Operations and Maintenance Fund~~ any fund of the district (Section 20-5 of the School Code; Ill. Rev. Stat. 1991, ch. 122, par. 20-5; 105 ILCS 5/20-5).

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994)

Section 110.40 Revenue Accounting

a) Transactions to be recorded in the revenue ledger are those that represent the receipt of cash without creating a liability or without canceling an asset. For example, tax collections are revenues, but cash received from the sale of tax anticipation warrants is not a revenue since a concurrent obligation is incurred

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to repay at a later date. Revenues act to increase the fund balance, i.e., the equity of the fund. If the LEA is on a cash basis, revenues are recorded only when actually received. If the LEA is on a modified accrual basis, revenues are recorded when earned.

b) ~~it is important to make a distinction between the revenue of a fund and the revenue of the LEA as a whole. Revenue of a fund increases its assets and fund balance but may not, in each case, increase the total assets and fund balance of the LEA. A common example is the sale of school bonds, where the proceeds of the bonds sold are revenues to a fund (Site and Construction Fund); i.e., they increase the fund's assets and fund balance, but they do not increase the equity or fund balance of the LEA, and therefore are not revenues. The issuance of the bonds increases the liabilities and they are recorded in the General Long-Term Debt Account Group as a credit.~~

*+ School system revenues are derived from these sources: local, state, federal, and flow-through.

- 1) Revenue from local sources is the amount of money earned within the boundaries of the LEA and available for its use (1000 Revenue).
- 2) Revenue from state sources is revenue from funds collected by the state and distributed to LEA's (3000 Revenue).
- 3) Revenue from federal sources is revenue from funds collected by the federal government and distributed to LEA's. It is unimportant whether the funds are distributed directly to the LEA system by the federal government or through some intervening agency such as the state (4000 Revenue).

4) Flow-through revenue is money received from another LEA. This revenue represents funds for specific grant-related purposes (2000 Revenue).

cl) *+ Revenue transactions must be described and coded as to the specific sources from which they are derived or to which they are attributable.

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994)

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Section 110.50 Expenditure Accounting

- a) Transactions recorded in the appropriation, expenditure, and encumbrance ledger are commonly referred to as expenditure transactions and represent the payment of cash or the establishment of an obligation (encumbrance) without creating an asset or without canceling a liability. For example, payment of a teacher's salary is an expenditure, but cash disbursed to purchase a United States Treasury Bill is not an expenditure (balance sheet only type) since a concurrent right is created to receive cash at a later date.

- b) There are eleven classification groups (referred to as dimensions) which may be used to describe expenditure transactions. Each dimension is composed of mutually exclusive items or categories of information. An LEA must use the dimensions applicable to its operations to establish a chart of accounts for use in maintaining accounting records and generating management reports. Presented below are the dimensions followed by a brief discussion of each. It should be noted that certain dimensions might be combined into a single account number when an LEA develops its chart of accounts.

c) Eleven Classifications Listed and Discussed

- 1) "Fiscal Year" Fiscal year denotes a twelve-month period of time to which the annual budget applies and at the end of which an LEA determines its financial position and the results of its operations. In some instances, funds are appropriated for a program or activity which may extend into another fiscal period which creates a need for identifying money by fiscal year or, in some cases, by project year (for federal programs). For example, if teachers are employed on a nine-month basis but are paid in twelve equal installments, including one in July and one in August of the following fiscal year, the payroll for these staff members should carry a fiscal year code of the previous fiscal year rather than the one in which they were paid.
- 2) "Fund" This dimension is discussed in Table A of this Part.

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- 3) "Source of Funds" This dimension is used to relate expenditure transactions to the source of categorical funding. It provides the capability of exercising budgetary control and the preparation of special reports. This dimension is not applicable to those transactions which cannot be related to a specific source of funding.
- 4) "Instructional Organization" The general types of schools or other organizational entities providing instruction are included in this dimension. Examples of instructional organization would include Elementary, Middle/Junior High School, and High School.
- 5) "Operational Unit" The term is used to denote the location of education activities for organizational purposes. It is the site of a physical plant which houses an organizational unit. These units correspond to individual schools, in most cases, and can be used to designate school cost centers. In other words, budgets and expenditures may be made for each school or operational unit. Such units are locations of specific schools, of transportation, of administration, of warehouses, etc.
- 6) "Function" Function means the action or purpose for which a person or thing is used or exists. Function includes the activities or actions which are performed to accomplish the objectives of the enterprise. The activities of ~~a local school system~~ an LEA are classified into six broad areas: Instruction, Supporting Services, Community Services, Nonprogrammed Charges, Debt Services, and Provision for Contingencies. Functions and subfunctions consist of activities which have somewhat the same general operational objectives. Furthermore, categories of activities comprising each of these divisions and subdivisions are grouped according to the principle that the activities should be combinable, comparable, relatable and mutually exclusive.
- 7) "Object" This dimension is used to describe the service or commodity obtained as a result of a specific expenditure. The object categories are

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Salaries, Employee Benefits, Purchased Services, Supplies and Materials, Capital Outlay, Other, Transfers, and Tuition. These eight broad categories are further subdivided into subobjects for more detail about the service or commodity acquired.

8) "Job Classification Activity" Activity assignment refers to a description of the activities assigned to a staff member. This is a dimension used for relating financial information to the various staff assignments so as to interrelate staff activities to a program and its cost.

9) "Term" Term is a division of the school year (the 12-month period of time denoting the beginning and ending dates for school accounting purposes) which may be divided into regular and summer terms, semesters, trimesters, or quarters.

10) "Subject Matter Area" This dimension describes a grouping of related subjects or units of subject matter under a heading such as English or Agriculture.

11) "Program" Program may be defined as a group of interdependent, closely-related services and/or activities progressing toward or contributing to a common objective or set of allied objectives. The program dimension provides the LEA the framework to classify expenditures by program to determine cost. As an example, to gather instructional program information, only direct costs are classified to the instructional function (classroom instructional costs only), and any other costs are classified as support services. For example, special education transportation costs are classified to a support service function (Transportation) even though these costs relate to the special education program. The program dimension allows agencies to charge program costs, instructional and support, directly to the benefiting program. Use of this dimension allows an LEA to classify support services to both programs and functions.

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994)

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Section 110.90 State Reporting Requirements

All school districts, cooperatives/joint agreements, educational service centers, and vocational education regional delivery systems are required to use the program accounting system pursuant to Sections 17-1 and 34-43.1 of ~~the~~ the School Code (Ill. Rev. Stat. ~~1989~~ 1991, ch. 122, pars. 17-1 and 34-43.1) 1105 ICS 5/17-1 and 34-43.1.1. Budget forms and annual financial report forms provided by the State Board of Education are both to be completed annually by all school districts, cooperatives/joint agreements, educational service centers, and vocational education regional systems. These forms are in the required program accounting format, using information in Tables A through D. These forms reflect the minimum state reporting requirements (for expenditures: one digit for fund, four digits for function and one digit for object). The forms are set up in such a manner as to indicate where transactions occur.

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994)

Section 110.100 Budgeting

a) School District Budget

- 1) A budget must be adopted even when no levy is made.
- 2) The school board, at a meeting held at some convenient time following a hearing, must vote on the budget as originally drafted or as revised after the hearing.
- 3) Adoption of the budget shall be by roll call vote, and the approved budget shall be incorporated in the minutes of the board of education.
- b) Section 17-1 of ~~the~~ the School Code requires that a joint agreement shall adopt an annual budget by September 1 of each fiscal year.

(Source: ~~1994~~ MAR 22 1994 amended at ___ Ill. Reg. ___, effective MAR 22 1994)

Section 110.110 Audit Requirements

- a) School Districts not subject to Article 34

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- 1) Section 3-15.1 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 3-15.1) ILCS 5/3-15.1 requires that each school district and the administrator of a joint agreement ~~SHALL CAUSE AN ANNUAL FINANCIAL STATEMENT TO BE SUBMITTED ON FORMS PRESCRIBED BY THE STATE BOARD OF EDUCATION EXHIBITING THE FINANCIAL CONDITION OF THE PROGRAM ESTABLISHED BY THE SCHOOL DISTRICT OR PURSUANT TO THE JOINT AGREEMENT, FOR THE FISCAL YEAR ENDING ON THE IMMEDIATELY PRECEDING JUNE 30.~~ Each educational service center shall also submit an annual financial statement meeting the requirements of Section 3-15.1 of ~~the~~ the School Code and exhibiting the financial condition of the center for the fiscal year ending on the immediately preceding August 31.
- 2) The original and one copy of the annual financial report from school districts or governing boards that administer joint agreements shall be submitted to the Superintendent of the Educational Service Region on or before October 15, who shall send the original to the State Board of Education on or before November 15 annually. (A joint agreement is an agreement between or among two or more school districts to provide educational services jointly that such districts are authorized to provide individually.) Educational Service Centers shall send the original and one copy of the annual financial report to the State Board of Education by December 15 annually.
- 3) The report shall be prepared by an independent Certified Public Accountant, whose opinion and notes are to be inserted therein.
- 4) An auditor shall not be considered to be independent if the auditor or any member of the auditor's immediate family is a township or school treasurer or employee thereof, a member or employee of the board of education, or of the regional superintendent, or of the governing board that is responsible for the administration of the LEA that is being audited. (This includes LEA employees who serve in a nonadministrative capacity such as bookkeepers, treasurers, and custodians of funds.)

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- 5) The auditor must state that the audit was performed in accordance with generally accepted governmental auditing standards. Generally accepted governmental auditing standards means the Government Auditing Standards: Standards for Audit of Governmental Organizations, Programs, Activities and Functions (1988 Revision) published by the Comptroller General of the United States. No later amendments to these standards are incorporated by this rule. If a qualified opinion is rendered, reasons for the qualifications are to be attached and explained in detail.
- 6) The Annual Financial Report form provided by the State Board of Education is designed to be used by both cash and modified accrual basis LEA's. Certain accounts provided for in the form are to be used only for modified accrual basis reporting systems. These accounts are clearly identified in order to avoid confusion. It is, however, necessary to indicate on the form the basis of accounting being used.
- 7) If a line is not provided on the above report to accommodate special data, do not insert the data or add a line. The data processing system used to process these forms is not programmed to accept such additions. Use "Other" accounts provided and attach supporting schedules which fully explain items reported under "Other." Reports with lines added are unacceptable.
- 8) If an LEA fails to file an annual financial report with the Superintendent of the Educational Service Region on or before October 15, or within the time extended, the Superintendent of the Educational Service Region has the responsibility of causing such an audit to be made and billing the LEA for the audit (Section 3-7 of ~~the~~ the School Code: Ill. Rev. Stat. 1991, ch. 122, par. 3-7; ILCS 5/3-7).
- 9) Failure of the State Board of Education to detect any deficiency in the report, or to call a deficiency to the attention of the LEA shall not in any way relieve the LEA and the independent auditor of their responsibility for such

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deficiency under Sections 3-7 and 3-15.1 of ~~the~~ the School Code and this Part.

- 10) Failure to file an annual financial report could result in a loss of state monies to a LEA. The Superintendent of the Educational Service Region is authorized to restrict or deny state funds to LEA's failing to comply with the submission of reports on or before the appointed date (Section 2-3.24 of ~~the~~ the School Code: Ill. Rev. Stat., 1991, ch. 122, par. 2-3.24; [105 ILCS 5/2-3.24]).

- 11) The auditor must sign the opinion letter. The LEA chief administrator, and in Cook County the township treasurer, must sign the annual financial report.

b) School Districts Subject to Article 34

- 1) Each board of education subject to the provisions of Article 34 of ~~the~~ the School Code (Ill. Rev. Stat., 1991, ch. 122, par. 34-1 et seq.; [105 ILCS 5/34-1 et seq.]) SHALL FILE WITH THE STATE BOARD OF EDUCATION THE ANNUAL FINANCIAL REPORT AND ITS AUDIT, AS REQUIRED BY THE RULES OF THE STATE BOARD OF EDUCATION. SUCH REPORTS SHALL BE FILED NO LATER THAN FEBRUARY 15 FOLLOWING THE END OF THE SCHOOL YEAR OF THE BOARD OF EDUCATION (Section 34-43.1 of ~~the~~ the School Code).

- 2) The audit report shall be prepared by an independent Certified Public Accountant, whose opinion and notes are to be inserted therein.

- 3) An auditor shall not be considered to be independent if the auditor or any member of the auditor's immediate family, as defined by Section 24-6 of ~~the~~ the School Code (Ill. Rev. Stat., 1991, ch. 122, par. 24-6; [105 ILCS 5/24-6]), is a township or school treasurer or employee thereof, the city treasurer (ex officio treasurer of the board of education) or an employee thereof, a member or employee of a school finance authority created to exercise financial control over the board, a member or employee of the board or of the regional superintendent.

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- 4) The auditor shall state that the audit was performed in accordance with generally accepted governmental auditing standards. Generally accepted governmental auditing standards means the Government Auditing Standards: Standards for Audit of Governmental Organizations, Programs, Activities and Functions (1988 Revision) published by the Comptroller General of the United States. No later amendments to these standards are incorporated by this rule. If a qualified opinion is rendered, reasons for the qualifications are to be attached and explained in detail.

- 5) The Annual Financial Report form provided by the State Board of Education is designed to be used by both cash and modified accrual basis LEA's. Certain accounts provided for in the form are to be used only for modified accrual basis reporting systems. These accounts are clearly identified in order to avoid confusion. It is, however, necessary to indicate on the form the basis of accounting being used.

- 6) If a line is not provided on the above report to accommodate special data, do not insert the data or add a line. The data processing system used to process these forms is not programmed to accept such additions. Use "Other" accounts provided and attach supporting schedules which fully explain items reported under "Other." Reports with lines added are unacceptable.

- 7) The auditor shall sign the opinion letter. A school district administrator shall sign the Annual Financial Report.

- 8) As part of the required Annual Financial Report, the board of education shall provide a detailed accounting of the central level, district (subdistrict), department, and bureau costs and personnel included within expenditure functions:

- A) 2210 Improvement of Instruction Services
- B) 2310 Board of Education Services
- C) 2330 Special Area Administrative Services

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- D) 2490 Other Support Services - School Administration
- E) 2500 Support Services - Business
- F) 2600 Support Services - Central
- 9) The reporting of these functions shall be as follows:
- A) Part I - Expenditures by Functions. This part of the report shall summarize expenditures for these functions from the Educational and the Operations and Maintenance Funds.
- B) Part II - Expenditures by Location. This part of the report shall summarize expenditures for the functions shown in Part I by location (central level, subdistrict, department, citywide, and attendance centers).
- C) Part III - Personnel. This part of the report shall include Administrative, Technical/Support, and Clerical Staff by function and by location. The number of positions and salary amounts shall be reported for each of these categories.
- D) Special forms shall not be required. Reports, either typewritten or on a computer printout, shall be in the format outlined in subsections (9)(A) through (9)(C) above.

(Source: Amended at ___ Ill. Reg. ___, effective
MAR 22 1994)

Section 110.115 Educational Service Region Audit

This Section specifies the rules needed to implement the requirements of Section 2-3.17a of ~~the~~ the School Code (Ill. Rev. Stat. ~~1995~~ 1991, ch. 122, par. 2-3.17a) 1105 ILCS 5/2-3.17a.

- a) "Books and records" as used in this Section means all financial statements, fiscal documents, vouchers for distributions, records of cash receipts, records of obligation and expenditure of funds, records of

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- accounts and funds, journals, ledgers and subsidiary records thereof, computer programs and data files integral to records of such funds and accounts as are in the care, custody or control of the regional superintendent of schools, and as are required for the purpose of enabling the State Board of Education to perform the audits required by Section 2-3.17a of ~~the~~ the School Code.
- b) For audit purposes each regional superintendent of schools shall make available to the State Board of Education or its agent all books and records during regular business hours on such days in each fiscal year as the State Board of Education or its designated agents shall deem necessary to make and complete the required audits.
- c) Each regional superintendent of schools shall make available the books and records necessary to make the required audit by providing to the State Board of Education or its agent full, complete and unrestricted access to such books and records and to such person or persons who may have prepared, reviewed, reported on or otherwise have knowledge of them.
- d) Each regional superintendent of schools shall retain all books and records for a period of five years ~~from June 30, 1996, and each June 30 thereafter~~ or until each required audit is resolved. This provision shall not be construed to shorten any record retention requirement otherwise applicable to such records.

(Source: Amended at ___ Ill. Reg. ___, effective
MAR 22 1994)

Section 110.120 Supplies and Equipment

Unless otherwise dictated by federal, state, or local law, supply/equipment classification decisions shall be made according to the following criteria.

a) Equipment Items

An equipment item is any instrument, machine, apparatus, or set of articles which meets all of the following criteria:

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- 1) Under normal conditions of use, including reasonable care and maintenance, it can be expected to serve its principal purpose for longer than twelve months.
- 2) It does not lose its identity through fabrication or incorporation into a different or more complex unit or substance.
- 3) It is nonexpendable; that is, if the item is damaged or some of its parts are lost or worn out, it is more feasible to repair the item than to replace it with an entirely new unit.
- 4) It retains its appearance and character through use; and
- 5) It costs \$500 or more at the time of acquisition. If the original value is not available, estimated market value is used.

b) Supply Items

An item must be classified as a supply if it does not meet one or more of the equipment criteria listed in subsection (a) above.

(Source: Added at ___ Ill. Reg. ___, effective MAR 22 1994)

Section 10-20.125 Revolving/Imprest Fund

- a) Pursuant to Section 10-20.19 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 10-20.19) (105 ILCS 5/10-20.19), a Revolving (or Imprest) Fund may be established by resolution of the Board of Education. The resolution shall designate a custodian of the fund, state the amount at which the fund shall be established, and establish a policy as to the amounts and types of payments that shall be made from the Revolving (or Imprest) Fund account. The fund shall be maintained in a bank, for the purpose of providing for disbursements for which the district wishes to issue a check but, because of timing or emergencies, cannot pay through the regular disbursement procedure of the district.

- b) The entry to establish a Revolving (or Imprest) Fund is as follows.

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DR. #105 - Revolving/Imprest Fund \$ _____
CR. #101 - Cash \$ _____

- c) To record creation of an imprest fund to be operated under principles applicable to the imprest system:

- 1) No entries appear in account #105 except to open and close it unless the amount of the fund is increased or decreased.
- 2) At all times, the total of all checks written since the last reimbursement plus the bank balance for the checking account should equal the amount set aside for the Revolving Fund in Account #105. Account #105 is an asset account of the school district.

- d) Pre-approved documentation such as signed vouchers, completed and approved travel requests, approved purchase requisitions or orders and/or invoices must be provided to the custodian of the fund in order that a check can be issued. Checks written must include the proper district expense account code, or all necessary descriptive information so that an expense account code number can be assigned.

- e) At regular intervals, the Revolving (or Imprest) Fund shall be reimbursed up to the original amount of the fund. The check to reimburse the Revolving Fund must be included on the school district monthly bill list, charging the appropriate district expenditure accounts and indicating the name/explanation for each revolving check that was issued.

- f) Pursuant to Section 10-20.19 of the School Code, the custodian of the Revolving (or Imprest) Fund must be bonded as provided in Article 8 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 8-1 et seq.) (105 ILCS 5/8-1 et seq.).

(Source: Added at ___ Ill. Reg. ___, effective MAR 22 1994)

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Section 110.135 Petty Cash Fund

a1 A Petty Cash Fund may be established by resolution of the board of education, stating the amount at which the petty cash account shall be established. A Petty Cash Fund is an imprest fund that sets aside a sum of cash for the purpose of making change or immediate payments of comparatively small amounts. Payments made through petty cash shall be restricted to those cases where amounts involved are so small that processing through the usual procedures would be uneconomical. A person is designated as custodian of the Petty Cash Fund and, based upon a resolution of the board, a check in the amount authorized shall be drawn payable to the designated custodian.

b1 The entry to establish the Petty Cash Fund is as follows:

DR. #102 - Petty Cash Fund \$ _____
CR. #101 - Cash \$ _____

c1 To record creation of a petty cash account to be operated under principles applicable to the petty cash system:

1) No entries appear in Petty Cash Account #102 except to open and close it, unless it is increased or decreased.

2) At all times, the total of the receipts for cash paid out and the remaining cash shall equal the amount set aside for petty cash in Account #102. Account #102 is an asset account of the school district.

d1 The petty cash system requires that a person other than the custodian of the petty cash fund approve a disbursement from the petty cash fund by signature. A petty cash voucher also provides for the signature of the person to whom cash is paid; this signature serves as evidence that payment was received by that person. Each petty cash voucher shall be prenumbered, and each shall be accounted for as having been either used, voided, or unused.

e1 Each completed petty cash voucher form shall include the receipt for the disbursement made, along with the

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proper expenditure account number, or all necessary descriptive information so that an expense account code number can be assigned. When the larger part of the cash on hand has been disbursed, the custodian shall take the paid petty cash vouchers to the person authorized to prepare and issue checks.

f1 Pursuant to Section 10-20.19 of the School Code, the custodian of the Petty Cash Fund shall be covered by a fidelity bond as provided in Article 8 of the School Code.

(Source: Added at Ill. Reg. _____, effective MAR 29 1994.)

Section 110. TABLE A EXPLANATION OF FUNDS"Code" "Descriptor"

10 "Educational Fund" (See Section 17-2 of the School Code: Ill. Rev. Stat. 1991, ch. 122, par. 17-2.1105 ILCS 5/17-21) The greatest variety and the largest volume of transactions shall be recorded here because the Educational Fund covers transactions that are not specifically covered in another fund. Certain expenditures that must be charged to this fund include the direct costs of instructional, health and attendance services, lunch programs, all costs of administration (even those for buildings and grounds), and related insurance costs. Certain revenues that must be credited to this fund include educational tax levies, tuition and textbook rentals.

The salaries of janitors, engineers, and other custodial employees, and all costs of fuel, lights, gas, water, telephone service, and custodial supplies and equipment shall be charged to this fund. The school board may provide, by resolution, to charge to the Operations and Maintenance Fund all salaries of janitors, engineers, or other custodial employees and all costs of fuel, lights, gas, water, telephone service, and custodial supplies and equipment or any one or more of these items. (See Section 17-7 of the School Code: Ill. Rev. Stat. 1991, ch. 122, par. 17-7.1105 ILCS 5/17-71-7)

20 "Operations and Maintenance Fund" (See Sections 17-2, 17-7 of the School Code) All costs of maintaining, improving, or repairing school buildings and property, renting buildings and property for school purposes, or for

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the payment of premiums for insurance on school buildings shall be charged to the Operations and Maintenance Fund.

30 "Bond and Interest Fund" (See Section 19-2 et seq. of the School Code; Ill. Rev. Stat. 1991, ch. 122, par. 19-2 et seq. 1105 ILCS 5/19-2 et seq.) Bonds are generally issued to finance the construction of buildings and may be issued for other purposes. Taxes are levied to provide cash to retire these bonds and to pay the interest on them. To protect the bondholders, these tax collections must be accounted for in the Bond and Interest Fund. LEA's must maintain a separate bond and interest fund for each bond issue.

40 "Transportation Fund" (See Sections 17-27 and 17-8 of the School Code; Ill. Rev. Stat. 1991, ch. 122, pars. 17-2 and 17-8 1105 ILCS 5/17-2 and 17-8) If an LEA pays for transporting pupils for any purpose, the Transportation Fund must be created. Costs of transportation, including the purchase of vehicles and insurance on buses, are to be paid from this fund. Moneys received for transportation purposes from any source must be deposited into this fund, except for the portion of state reimbursement applicable to other funds (e.g., utility costs from the Operations and Maintenance Fund) as provided in sec. 29-5 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 29-5) 1105 ILCS 5/29-5).

50 "Municipal Retirement/Social Security Fund" (See Ill. Rev. Stat. 1991, ch. 108 1/2, pars. 7-171, 21-110, 21-110.1 140 ILCS 5/7-171, 21-110, and 21-110.1) A separate tax is levied for the purpose of providing resources for the LEA's share of retirement benefits for covered employees. A separate tax is levied for the purpose of providing resources for the LEA's share of social security and Medicare only payments for covered employees. If these two taxes are not levied, the payments shall be charged to the fund where the salaries are charged.

60 "Site and Construction and Capital Improvements Fund" All of the proceeds of each construction bond issue shall be placed in a Site and Construction Fund to separate these special moneys from operating moneys. All of the proceeds of each construction bond issue (other than Fire Prevention and Safety) shall be placed in a Site and Construction account (within the Site and Construction and Capital Improvements Fund) to separate these special moneys from operating moneys. The special moneys may be spent for the purposes specified in the bond indenture and on the ballot.

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Expenditures which would ordinarily be charged to the Education Fund, but which may be charged to the Site and Construction and Capital Improvements Fund (unless paid before the Site and Construction and Capital Improvements Fund is created), include election expenses, fidelity insurance, architect's fees, legal fees for title search on sites, fees for the legal opinion on the bonds, and other such administrative costs directly related to the construction project or issuance of bonds.

Expenditures which would ordinarily be charged to the Operations and Maintenance Fund, but which may be charged to the Site and Construction and Capital Improvements Fund (unless paid before the Site and Construction and Capital Improvements Fund is created), include the actual construction costs, builder's risk insurance, purchase of land and other site costs, landscaping, parking lots, sidewalks, utility connections, etc., and other items directly related to the construction project.

Capital Improvements Fund: (See Section 17-2.3 of the School Code) A Capital Improvements account (within the Site and Construction and Capital Improvements Fund) shall be created when a tax is levied in accordance with Section 17-2 of the School Code. The moneys received from such levy shall be accumulated until spent for the capital improvements described in the resolution and on the ballot.

70 "Working Cash Fund" (See Section 20-1 et seq. of the School Code; Ill. Rev. Stat. 1991, ch. 122, par. 20-1 et seq. 1105 ILCS 5/20-1 et seq.) If a separate tax is levied for working cash purposes or if bonds are sold for this purpose, this fund shall be created. Cash available in this fund may be loaned to the Educational Fund, the Operations and Maintenance Fund, or the Transportation Fund in order that the use of tax anticipation warrants in these funds will be reduced or eliminated. Any fund for which taxes are levied. (Such interfund loans are no longer limited to the Educational, Operations and Maintenance, and Transportation Funds.)

80 "Rent Fund" (See Section 35-23 of the School Code; Ill. Rev. Stat. 1991, ch. 122, par. 35-23 1105 ILCS 5/35-23) When a tax is levied to provide revenue for paying rent to the State of Illinois Capital Development Board for a state-owned school building, the receipt of taxes shall be

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recorded in the Rent Fund. The payment of the rent shall be an expenditure of this fund.

90 "Capital Improvements Fund" (See Section 17-2.3 of the School Code) A Capital Improvements Fund shall be created when a tax is levied in accordance with Section 17-2 of the School Code. The moneys received from such levy shall be accumulated until spent for the capital improvements described in the resolution and on the ballot. "Fire Prevention and Safety Fund" (See Section 17-2.11 of the School Code.) A Fire Prevention and Safety Fund shall be created when a tax is levied or bonds issued for fire prevention, safety, energy conservation or school security purposes. The moneys received from the levy or the proceeds of the bond issue may only be used for the purposes stipulated in Section 17-2.11.

98 "General Fixed Assets Account Group" Records of physical assets which have a long-term (i.e., more than one year) period of usefulness to an LEA are maintained in a group of accounts separate from the fund which provided the cash for the purchase of those assets. Acquisitions of general fixed assets shall be recorded here at least at the end of the fiscal year by entering the items purchased during the year and charged in the Educational; Operations and Maintenance; Transportation; and Site and Construction and Capital Improvements Funds.

99 "General Long-Term Debt Account Group" Records of a school district's total bonded debt are maintained in a group of accounts separate from the Bond and Interest Fund. When bonds are sold and the resolution including future tax levies is filed with the county clerk, this event shall be entered in the General Long-Term Debt Account Group. Other types of general long-term debt are also recorded here.

~~Combining Funds~~ In accordance with generally accepted governmental accounting standards, certain funds are combined for reporting purposes on the Annual Financial Report. The combinations used for the preparation of the combined and "combining" statements on the Annual Financial Report are as follows:

- General: Educational and Operations and Maintenance Funds
- Special Revenue: Transportation and Municipal Retirement/Social Security Fund

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- Debt Service: Bond and Interest and Rent Funds
 - Capital Projects: Site and Construction and Capital Improvements Funds
 - Fiduciary: Working Cash and Agency Funds (includes Activity Funds)
 - Account Groups: General Fixed Assets and General Long-Term Debt
- (Source: Amended at Ill. Reg. _____, effective MAR 22 1994)

Section 110. TABLE B DEFINITIONS OF BALANCE SHEET ACCOUNTS

"Assets and Other Debits"

Assets and Other Debits include what is owned and other items not owned as of the date of the balance sheet but expected to become fully owned at some future date as well as other budgeting and offsetting accounts which normally have debit balances.

"Code"	"Descriptor"
100	"Current Assets" Current Assets are cash or anything that can be readily converted into cash.
101	"Cash" Currency, coin, checks, postal and express money orders, and bankers' drafts on hand, or on deposit, with an official or agent designated as custodian of cash and bank deposits.
102	"Petty Cash" A sum of money set aside for the purpose of making change or immediate payments of comparatively small amounts, such as freight bills. No entries appear in this account except to open and close it, unless it is increased or decreased.
	Paid invoices shall be held to substantiate expenditures from this fund. At the end of each month and periodically throughout the month, if necessary, the fund should be replenished to its original amount and

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~~charges made to the appropriate expenditure accounts for the amount replenished. At the end of the year, petty cash funds may be closed and included in Account 101; however, this is not required, account. Periodically, the monies should be replenished to the original amount and charges made to the appropriate expenditure accounts for the amount replenished. At the end of the year, petty cash accounts may be closed and included in Account 101; however, this is not required.~~

103

"Cash Change Funds" A sum of money set aside for the purpose of providing cash register change.

104

"Cash with Fiscal Agent" Deposits with fiscal agents, such as commercial banks, for the payment of matured bonds and interest.

105

"Imprest Fund" This fund is maintained in a bank and is established to provide for emergency disbursements for which the district wishes to issue a check, but because of the timing cannot pay through the regular disbursement procedure. The same procedure shall be followed for replenishing the account as that used for Petty Cash. The balance of the account may be returned to the district treasurer on or before June 30 of each year, but this is not required.

110

"Taxes Receivable" The uncollected portion of taxes which a school system or governmental unit has levied, including any interest or penalties which may be accrued. Separate accounts may be maintained on the basis of tax roll year and/or current and delinquent taxes.

111

"Estimated Uncollectible Taxes (Credit)" A provision for that portion of taxes receivable which it is estimated will not be collected. The account is shown on the balance sheet as a deduction from the 110 Taxes Receivable account in order to arrive at the net amount of taxes receivable.

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Separate accounts may be maintained on the basis of tax roll year and/or delinquent taxes.

112

"Tax Liens Receivable" Legal claims against property which have been exercised because of non-payment of delinquent taxes, interest, and penalties. The account includes delinquent taxes, interest, and penalties receivable up to the date the lien becomes effective plus the cost of holding the sale.

113

"Estimated Uncollectible Tax Liens (Credit)" A provision for that portion of tax liens receivable which it is estimated will not be collected. The account is shown on the balance sheet as a deduction from the 112 Tax Liens Receivable amount in order to arrive at the net amount of tax liens receivable.

120

"Accounts Receivable" Amounts owing on an open account from private persons, firms, or corporations for goods and services furnished by a LEA (but not including amounts due from other funds or from other governmental units). Although taxes receivable are covered by this term, they shall be recorded and reported separately in the Taxes Receivable account.

121

"Bond Proceeds Receivable" Amounts receivable from the sale of bonds.

122

"Loans Receivable" Amounts which have been loaned to persons or organizations, where permitted by statutory authority.

130

"Interfund Receivables"

131

"Due From Educational Fund" Amounts owed by the Educational Fund to another fund in the same LEA for goods sold or services rendered, and excluding Interfund Loans.

132

"Due from Operations and Maintenance Fund" Amounts owed by the Operations and Maintenance Fund to another fund in the same

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LEA for goods sold or services rendered and excluding Interfund Loans.

133 "Due from Transportation Fund" Amounts owed by the Transportation Fund to another Fund in the same LEA for goods sold or services rendered and excluding Interfund Loans.

134 "Due from Site and Construction and Capital Improvements Fund" Amounts owed by the Site and Construction and Capital Improvements Fund to another Fund in the same LEA for goods sold or services rendered and excluding Interfund Loans.

135 "Due from ~~Capital Improvements Fire Prevention and Safety Fund~~" Amounts owed by the ~~Capital Improvements Fire Prevention and Safety Fund~~ to another Fund in the same LEA for goods sold or services rendered and excluding Interfund Loans.

140 "Due From Other Governmental Units" Amounts due to the reporting governmental unit from other governmental units. These amounts represent grants-in-aid, shared taxes, taxes collected for the reporting unit by another unit, loans, and charges for services rendered by the reporting unit for another government. It is recommended that separate accounts be maintained for each receivable.

141 "Estimated Uncollectible Claim From Other Governmental Unit (Credit)" A provision for that portion of money due from other governmental units which it is estimated will not be collected. This account is shown on the balance sheet as a deduction from the 140 account (Due From Other Governmental Units) in order to arrive at the net amount if due from other governmental unit.

151 "Loan to Educational Fund" An asset account used to record a loan by the Operations and Maintenance Fund; Transportation Fund; or Working Cash Fund to the Educational Fund.

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152 "Loan to Operations and Maintenance Fund" An asset account used to record a loan by the Educational Fund; Transportation Fund; or Working Cash Fund; to the Operations and Maintenance Fund.

153 "Loan to Transportation Fund" An asset account used to record a loan by the Educational Fund; Operations and Maintenance Fund or Working Cash Fund to the Transportation Fund.

154 "~~Loan to Fire Prevention and Safety Fund~~" An asset account to record a loan by the Educational Fund, Operations and Maintenance Fund, Transportation Fund, or Working Cash Fund.

155 "~~Loan to Other Funds~~" An asset account to record a loan by the Working Cash Fund to any Fund for which taxes are levied other than 151-154.

162 "Interest Receivable on Investments" Amounts of interest receivable on investments.

163 "Accrued Interest on Investments Purchased" Interest accrued on investments between the last interest payment date and date of purchase. The account shall be carried as an asset until the first interest payment date after the date of purchase. At that time an entry shall be made debiting Account 101 - Cash, and crediting Account 163 - Accrued Interest on Investments Purchased for the amount of interest purchased.

170 "Inventory" The cost of supplies and equipment on hand not yet distributed to requisitioning units.

171 "Inventories for Resale" The value of goods held by an LEA for resale rather than for use in its own operations. The cost of all materials and other expense incurred in the building of vocational projects for sale shall be debited here and reflected as an asset in the Educational Fund. When the

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project is sold, this account shall be credited for an amount equal to the cost. Any profit or loss on the project shall be charged to the proper revenue or expense account.

180

"Investments" Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The account does not include fixed assets used in LEA operations. Separate accounts for each category of investments may be maintained.

181

"Unamortized Premiums on Investments" The excess of the amount paid for securities over the face value which has not yet been amortized. Use of this account is normally restricted to long-term investments.

182

"Unamortized Discounts on Investments (Credit)" The excess of the face value of securities over the amount paid for them which has not yet been written off. Use of this account is normally restricted to long-term investments.

191

"Deposits" Funds deposited by the LEA as a prerequisite to receiving services and/or goods. Deposits differ from prepaid expenses in that deposits are partial payments made prior to receiving services and/or goods, while prepaid expenses are commonly total payment made within one fiscal year for services to be received in one or more fiscal years.

192

"Prepaid Expenses" "Prepaid Expenses/Deferred Charges" Expenses entered in the accounts for benefits not yet received. Prepaid expenses ~~differ from deferred charges in that they are spread over a shorter period of time than deferred charges and are regularly recurring costs of operations~~ are those that are regularly recurring costs and are spread over a short period of time. Examples of prepaid expenses are prepaid rent, prepaid interest, and

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unexpired insurance premiums. Deferred charges are those that may not be regularly recurring costs of operation and usually extend over a long period of time. An example of a deferred charge is unamortized discounts on bonds sold.

193

"Unamortized Discounts on Bonds Sold" That portion of the excess of the face value of bonds over the amount received from their sale which remains to be written off periodically over the life of the bonds.

194

"Other Accrued Revenue" Accrued revenue that is not provided for elsewhere.

199

"Other Current Assets" Current assets not provided for elsewhere.

200

"General Fixed Assets" General Fixed Assets are those assets which the LEA intends to hold or continue in use over a long period (i.e., more than one year) of time.

201

"Land" A fixed asset account which reflects the acquisition value of land owned by a LEA. If land is purchased, this account shall include the purchase price and costs such as legal fees, filling and excavation costs, and other associated improvement costs which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account shall reflect its appraised value at time of acquisition.

202

"Buildings" A fixed asset account which shall reflect the acquisition value of permanent structures or major improvements to existing permanent structures used to house persons and property owned by the LEA. If buildings are purchased or constructed, this account shall include the purchase or contract price of all permanent buildings and fixtures attached to and forming a permanent part of such buildings. If buildings are acquired by gift, the account shall reflect their appraised value at time of acquisition.

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203 "Improvements Other Than Buildings" A fixed asset account which shall reflect the acquisition value of permanent improvements, other than buildings, which add value to land. Examples of such improvements are fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges. If the improvements are purchased or constructed, this account shall contain the purchase or contract price. If improvements are obtained by gift, it shall reflect the appraised value at time of acquisition.

204 "Equipment Other Than Transportation" Tangible property of a more or less permanent nature, other than land, buildings, or improvements thereto, which is useful in carrying on operations. Examples are machinery, tools, trucks, cars, furniture, and furnishings.

205 "Construction in Progress" The cost of construction work undertaken but not yet completed.

206 "Transportation Equipment" Tangible property of a more or less permanent nature, other than land, buildings, or improvements thereto, which is used for transporting pupils.

300 "Budgeting Accounts and Other Debits" Budgeting Accounts and Other Debits shall include budgeted amounts and their status as related to expenditures and encumbrances as well as items which are offsetting accounts and which normally have debit balances.

301 "Estimated Revenues" The amount of revenues estimated to be received or to become receivable during the fiscal period. At the end of the fiscal period, the account shall be closed out and will not appear in a balance sheet prepared at the close of the fiscal period.

302 "Revenue (Credit)" The increase in ownership equity during a designated period of time.

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The account shall appear only in a balance sheet prepared during the fiscal period. At the end of the fiscal period, the account shall be closed out and will not appear in a balance sheet prepared at the close of the fiscal period. This is the control account for the revenues.

303 "Bonds Authorized - Unissued" Bonds which the LEA can issue without further proceedings other than to direct their sale. The account shall be included among the resources of a specific fund offset by a credit to Appropriations. When the bonds are sold, the account shall be credited and Cash debited. An alternative approach is not to show the Bonds Authorized - Unissued account in the balance sheet but merely to call attention to the amount of bonds that have been authorized and not issued in a footnote to the appropriate balance sheet. In this case, the journal entry at the time bonds are sold would be a debit to Cash for the proceeds and a credit to the revenue account, Sales of Bonds.

304 "Amount Available in Debt Service Funds" An account in the General Long-Term Debt Account Group which designates the amount of assets available in a Debt Service Fund for the retirement of general long-term debt.

305 "Amount to be Provided for Payment of ~~Long-Term Debt Bonds~~" An account in the General Long-Term Debt Account Group which represents the amount to be provided from taxes or other general revenue to retire outstanding general long-term ~~debt bonds~~.

306 "Amount to be Provided for Payment - Other" An account in the General Long-Term Debt Account Group which represents the amount to be provided from taxes or other general revenue to retire outstanding general long-term debt other than bonds.

Liabilities, Reserves, and Fund Balance

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Liabilities, Reserves, and Fund Balance are LEA Debts plus items which are not debts but which may become debts at some future time as well as other budgeting and offsetting accounts which normally have credit balances and show up only on trial balance sheets.

400

"Current Liabilities" Current liabilities are those debts the LEA expects to pay within a short period of time, usually within a year or less.

401

"Vouchers Payable" Liabilities for goods and services received as evidenced by vouchers which have been pre-audited and approved for payment but which have not been paid.

402

"Accounts Payable" Liabilities on open ~~account~~ accounts owing to private persons, firms, or corporations for goods and services received by an LEA (but not including amounts due to other funds of the same LEA or to other governmental units).

403

"Judgments Payable" Amounts due to be paid by an LEA as the result of court decisions, including condemnation awards in payment for private property taken for public use.

404

"Contracts Payable" Amounts due on contracts for assets, goods, and services received by an LEA other than construction.

405

"Construction Contracts Payable" Amounts due by an LEA on contracts for construction of building structures, and other improvements.

406

"Corporate Personal Property Replacement Tax Anticipation Notes Payable" Amounts due by an LEA for corporate personal property tax anticipation notes issued according to Section 4.1 of ~~"AN Act to authorize units of local government of the State of Illinois to issue full faith and credit tax anticipation notes"~~ the Tax Anticipation Note Act (Ill. Rev. Stat. ~~1909~~ 1991, ch. 85, par. 824.1) [50 ILCS 420/4.1].

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407

"Anticipation Warrants Payable" Amounts due by an LEA for tax anticipation warrants issued as described in Section 17-16 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 17-16) [105 ILCS 5/17-16].

408

"Anticipation Notes Payable" Amounts due by an LEA for tax anticipation notes issued as described in Section 4.1 of ~~"AN Act to authorize units of government of the State of Illinois to issue full faith and credit tax anticipation notes"~~ (Ill. Rev. Stat. 1909, ch. 85, par. 822) the Tax Anticipation Note Act.

409

"Teachers' Orders Payable" Amounts due by an LEA for teachers' orders issued as described in Sections 8-16 and 10-18 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 8-16 and 10-18) [105 ILCS 5/8-16 and 10-18].

410

"State Aid Anticipation Certificates Payable" Amounts due by an LEA for State Aid Anticipation Certificates issued according to Section 18-18 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 18-18) [105 ILCS 5/18-18].

411

"Interfund Payables"

412 411

"Due to Educational Fund" Amounts owed to the Educational Fund by another Fund in the same LEA for goods sold or services rendered, excluding Interfund Loans.

413 412

"Due to Operations and Maintenance Fund" Amounts owed to the Operations and Maintenance Fund by another Fund in the same LEA for goods sold or services rendered, excluding Interfund Loans.

414 413

"Due to Transportation Fund" Amounts owed to the Transportation Fund by another fund in the same LEA for goods sold or services rendered, excluding Interfund Loans.

415 414

"Due to Site and Construction and Capital Improvements Fund" Amounts owed to the Site

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and Construction and Capital Improvements Fund by another Fund in the same LEA for goods sold or services rendered, excluding Interfund Loans.

"Due to ~~Capital Improvements~~ Fire Prevention and Safety Fund" Amounts owed to the ~~Capital Improvement Fire Prevention and Safety Fund~~ by another Fund in the same LEA for goods sold or services rendered, excluding Interfund Loans.

"Due to Other Governmental Units" Amounts owed by the reporting LEA to the named governmental unit. It is recommended that separate accounts be maintained for each interagency account payable.

"Loan from Educational Fund" A liability account used to record a loan from the Educational Fund to the Operations and Maintenance Fund, ~~or~~ Transportation Fund, or Fire Prevention and Safety Fund.

"Loan from Operations and Maintenance Fund" A liability account used to record a loan from the Operations and Maintenance Fund to the Educational Fund, ~~or~~ Transportation Fund, or Fire Prevention and Safety Fund.

"Loan from Transportation Fund" A liability account used to record a loan from the Transportation Fund to the Educational Fund, the Operations and Maintenance Fund, or the Fire Prevention and Safety Fund.

"Loan from Working Cash Fund" A liability account used to record a loan from the Working Cash Fund to ~~the Educational Fund, Operations and Maintenance Fund, or Transportation Fund~~ any fund for which taxes are levied.

"Matured Bonds Payable" Bonds which have reached or passed their maturity date but which remain unpaid.

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"Matured Interest Payable" Interest on bonds which have reached the maturity date but which remain unpaid.

"Teachers' Pension Payable" Teachers' pension deductions withheld from salaries of employees who participate in the Illinois Teachers' Retirement System.

"Federal Withholding Tax Payable" Federal income taxes withheld from employees' salaries.

"State Withholding Tax Payable" State income taxes withheld from employees' salaries.

"Municipal Retirement Payable" Municipal retirement deductions withheld from salaries of employees who participate in the Illinois Municipal Retirement System.

"Annuities Payable" Annuity deductions withheld from employees' salaries.

"Employee Insurance Payable" Insurance deductions withheld from employees' salaries.

"Federal Insurance Contribution Act Payable" FICA (Social Security) deductions withheld from employees' salaries.

"Medicare Only Payable" Medicare only deductions withheld from employees' salaries.

"Other Payroll Deductions Payable" Other deductions withheld from employees' salaries.

"Accrued Expenses" Expenses incurred during the current accounting period but which are not payable until a subsequent accounting period. Examples of accrued expenses are accrued salaries, accrued tuition expense, accrued interest, and accrued rent.

"Deposits" Liability for deposits received as a prerequisite to providing or receiving services and/or goods.

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- 472 "Due to Fiscal Agent" Amounts due to fiscal agents, such as commercial banks, for servicing an LEA's maturing indebtedness.
- 473 "Unamortized Premiums on Bonds Sold" An account which represents that portion of the excess of bond proceeds over par value and which remains to be amortized over the remaining life of such bonds.
- 474 "Deferred Revenues" Liability accounts that represent assets receivable or collected before they are recognized as revenue.
- 480 "Due to Activity Fund Organizations" A liability account that represents assets held by an LEA as an agent for activity fund organizations ~~(an Agency Fiduciary Fund)~~.
- 499 "Other Current Liabilities" Other current liabilities not provided for elsewhere.
- 500 "Long-Term Liabilities" Long-Term Liabilities are debts which a school district plans to hold for a long period (i.e., more than one year) of time.
- 501 "Bonds Payable" The face value of bonds issued and outstanding but not matured.
- 599 "Other Long-Term Liabilities" Other long-term liabilities not provided for elsewhere.
- 600 "Budgeting Accounts and Other Credits" These categories represent accounts which reflect budgeted amounts and their status as related to expenditures and encumbrances as well as offsetting accounts which normally have credit balances.
- 601 "Appropriations" This account records authorizations granted by the legislative body to make expenditures and to incur obligations for specific purposes. This account appears in a balance sheet prepared during the fiscal period. At the end of the fiscal period, the Appropriations account is closed out and does not appear in the balance

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- 602 sheet prepared at the close of the fiscal period.
- "Expenditures (Debit)" This account appears in balance sheets prepared during the fiscal period and designates the total of expenditures charged against appropriations during such period. The account is shown in each balance sheet as a deduction from the Appropriations account to arrive at the expected balance of total appropriations. This is the control account for expenditures.
- 603 "Encumbrances (Debit)" This account designates obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. In an interim balance sheet, encumbrances are deducted along with the expenditures from the Appropriations account to arrive at the unencumbered balance of appropriations.
- 700 "Reserves and Fund Balance" These are accounts which show the excess of the assets of a fund over its liabilities and those that have a portion of the balance reserved for future use.
- 701 "Reserve for Encumbrances" A reserve representing the segregation of a portion of a fund balance to provide for unliquidated encumbrances. Separate accounts may be maintained for current and prior year encumbrances.
- 702 "Reserve for Inventory" A reserve which represents the segregation of a portion of a fund balance to indicate that assets equal to the amount of the reserve are tied up in inventories of supplies and inventories on hand and not issued to requesting units.
- 703 "Fund Balance-Reserved or Restricted" A reserve which represents the segregation of a portion of a fund balance to indicate that assets equal to the amount of the reserve are

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tied up for the named special purpose. Separate accounts may be maintained for each reserved or restricted balance.

704

"Fund Balance - Unreserved or Unrestricted" The excess of the assets of a fund over its liabilities and reserves, except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period.

705

"Investment in General Fixed Assets" An account in the General Fixed Assets Account Group which represents the LEA equity in general fixed assets.

(Source: Amended at Ill. Reg. _____, effective MAR 22 1994.)

Section 110. TABLE C DEFINITIONS OF REVENUE CLASSIFICATIONS

"Code"

1000

"Descriptor"

Revenue From Local Sources

1100

Ad Valorem Taxes levied by school system.

1110

"General Levies" Taxes received from the general levy for each fund authorized as follows:

"Educational Fund" - Sections 17-2 and 17-3 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 17-2 and 17-3) [105 ILCS 5/17-2 and 17-3].

"Operations and Maintenance Fund" - Sections 17-2 and 17-5 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 17-2 and 17-5) [105 ILCS 5/17-2 and 17-5].

"Bond and Interest Fund" - Sections 17-2.11a, 17-12, 19-7, 19-22, and 19-30 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 17-2.11a, 17-12, 19-7, 19-22, and 19-

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~~301~~ [105 ILCS 5/17-2.11a, 17-12, 19-7, 19-22, and 19-30].

"Transportation Fund" - Sections 17-2 and 17-4 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 17-2 and 17-4) [105 ILCS 5/17-2 and 17-4].

"Municipal Retirement/Social Security Fund" - Section 22-403 of the Illinois Pension Code (Ill. Rev. Stat. 1991, ch. 108 1/2, par. 22-403) [40 ILCS 5/22-403] for Municipal Retirement purposes only.

"Site and Construction and Capital Improvements Fund" - Section 17-2 of the School Code.

"Working Cash Fund" - Section 20-3 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 20-3) [105 ILCS 5/20-3].

"Rent Fund" - Sections 35-23 and 35-24 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 35-23 and 35-24) [105 ILCS 5/35-23 and 35-24].

~~"Capital Improvements Fund" - Section 17-2 of the School Code.~~

"Fire Prevention and Safety Fund" - Section 17-2.11 of the School Code.

1111 "Current Year Levy"

1112 "First Prior Year Levy"

1113 "Other Prior Years' Levies"

1120

"Tort Immunity Levy" Taxes received from the levy for tort immunity purposes as authorized by Section 9-107 of the Local Governmental and Governmental Torts Immunity Act (Ill. Rev. Stat. 1991, ch. 85, par. 9-107) [745 ILCS 10/9-107].

1121 "Current Year Levy"

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- 1122 "First Prior Year Levy"
- 1123 "Other Prior Years' Levies"
- 1130 ~~"Fire Prevention, Safety, Environmental and Energy Conservation Levy" Taxes received from the levy for fire prevention and safety purposes as authorized in Section 17-2.11 of the School Code.~~
- ~~"Facility Leasing Levy" Taxes received from the levy for the purpose of leasing educational facilities as authorized in Section 17-2.2c of the School Code. The taxes received from the levy for temporary relocation should be recorded in Revenue Account 1190 - Other Tax Levies.~~
- 1131 "Current Year Levy"
- 1132 "First Prior Year Levy"
- 1133 "Other Prior Years' Levies"
- 1140 "Special Education Levy" Taxes received from the levy for special education as authorized in Section 17-2.2a of ~~the~~ the School Code.
- 1141 "Current Year Levy"
- 1142 "First Prior Year Levy"
- 1143 "Other Prior Years' Levies"
- 1150 "Social Security/Medicare Only Levy" Taxes received from the levy for the employer's share of Social Security taxes and the employer's share of Medicare Only payments, Section 21-110 and 21-110.1 of ~~the~~ the Social Security Enabling Act (Ill. Rev. Stat. ~~1999~~ 1991, ch. 108 1/2, pars. 21-110 and 21-110.1) 140 ILCS 5/21-110 and 21-110.1.
- 1151 "Current Year Levy"
- 1152 "First Prior Year Levy"
- 1153 "Other Prior Years' Levies"

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- 1160 "Area Vocational Construction Levy" Taxes received from the levy for area vocational construction purposes as authorized in Section 17-2.4 of ~~the~~ the School Code.
- 1161 "Current Year Levy"
- 1162 "First Prior Year Levy"
- 1163 "Other Prior Years' Levies"
- 1170 "Summer School Levy" Taxes received from the levy for summer school purposes as authorized in Section 17-2 of ~~the~~ the School Code.
- 1171 "Current Year Levy"
- 1172 "First Prior Year Levy"
- 1173 "Other Prior Years' Levies"
- 1190 "Other Tax Levies" Taxes received from other tax levies not provided for herein.
- 1191 "Current Year Levy"
- 1192 "First Prior Year Levy"
- 1193 "Other Prior Years' Levies"
- 1200 "Payments in Lieu of Taxes"
- 1210 "Mobile Home Privilege Tax"
- 1220 "Payments from Local Housing Authority"
- 1230 "Corporate Personal Property Replacement Tax" Amounts received from tax revenues that replace the revenue lost as the result of abolition of ad valorem personal property taxes pursuant to Article IX, Section 5(c) of the 1970 Constitution of the State of Illinois. Revenues must first be applied to the Bond and Interest Fund (for bonds sold before 1-1-79) and the Municipal Retirement/Social Security Fund to replace the lost tax revenues. Revenues may be

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deposited into any other funds (~~any fund~~ other than the Site and Construction and Capital Improvement Fund), after satisfying the two liens.

1290 "Other Payments in Lieu of Taxes"

1300 "Tuition" Assessment amounts received from: pupils, their parents, and welfare agencies; other LEAs for education provided in the local education agency; and private sources (Others). (Paying LEAs: See function 4100 categories, object 800 for applicable expenditure account numbers.)

1310 "Regular Day School Tuition" Amounts received for pupils attending the regular day schools in the local education agency as authorized in Section 10-20.12a of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 10-20.12a) [105 ILCS 5/10-20.12a].

1311 "Regular Tuition From Pupils or Parents"

1312 "Regular Tuition From Other LEAs"

1313 "Regular Tuition From Other Sources"

1320 "Summer School Tuition" Amounts received for pupils attending summer school.

1321 "Summer School Tuition From Pupils or Parents"

1322 "Summer School Tuition From Other LEAs"

1323 "Summer School Tuition From Other Sources"

1330 "Vocational Educational Tuition" Amounts received for pupils attending vocational education programs.

1331 "Vocational Tuition From Pupils or Parents"

1332 "Vocational Tuition From Other LEAs"

1333 "Vocational Tuition From Other Sources"

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1340 "Special Education Tuition" Amounts received for pupils attending special education programs.

1341 "Special Education Tuition From Pupils or Parents"

1342 "Special Education Tuition From Other LEAs"

1343 "Special Education Tuition From Other Sources"

1350 "Adult/Continuing Education Tuition" Amounts received for pupils attending adult/continuing education schools in the LEA.

1351 "Adult Tuition From Pupils or Parents"

1352 "Adult Tuition From Other LEAs"

1353 "Adult Tuition From Other Sources"

1400 "Transportation Fees" Amounts received from pupils, their parents, welfare agencies, private sources, and other LEAs for transporting pupils to and from school and school activities as authorized in Article 29 of the School Code. (Paying LEAs: See function 4100 categories, object 300 category for applicable expenditure account numbers.)

1410 "Regular Day School Transportation Fees" Amounts received for transporting pupils to and from regular day school and school activities.

1411 "Regular Transportation Fees From Pupils or Parents"

1412 "Regular Transportation Fees From Other LEAs"

1413 "Regular Transportation Fees From Private Sources"

1415 "Regular Transportation Fees From Pupils/Cocurricular Activities"

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- 1420 "Summer School Transportation Fees" Amounts received to transport pupils to and from summer school.
- 1421 "Summer School Transportation Fees From Pupils or Parents"
- 1422 "Summer School Transportation Fees From Other LEAs"
- 1423 "Summer School Transportation Fees From Other Sources"
- 1430 "Vocational Education Transportation Fees" Amounts received to transport pupils to and from Vocational classes.
- 1431 "Vocational Transportation Fees From Pupils or Parents"
- 1432 "Vocational Transportation Fees From Other LEAs"
- 1433 "Vocational Transportation Fees From Other Sources"
- 1440 "Special Education Transportation Fees" Amounts received to transport pupils to and from Special Education programs.
- 1441 "Special Education Transportation Fees From Pupils or Parents"
- 1442 "Special Education Transportation Fees From Other LEAs"
- 1443 "Special Education Transportation Fees From Other Sources"
- 1450 "Adult/Continuing Education Transportation Fees" Amounts received to transport pupils to and from Adult/Continuing Education programs.
- 1451 "Adult Transportation Fees From Pupils or Parents"
- 1452 "Adult Transportation Fees From Other LEAs"

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- 1453 "Adult Transportation Fees From Other Sources"
- 1500 "Earnings on Investments" Revenue from holdings invested for earnings purposes.
- 1510 "Interest on Investments" Interest received on short-term or long-term investments in United States Treasury Bills, notes, bonds; savings accounts; time certificates of deposit; notes; mortgages; or other interest-bearing obligations.
- 1520 "Gain or Loss on Sale of Investments" Gains or losses realized from the sale of bonds. Gains represent the excess of the sales proceeds over cost or other basis as of the date of sale (cost less amortization of premium in the case of long-term bonds purchased at a premium over par value or cost plus amortization of discount on long-term bonds purchased at a discount under par value). Gains realized from sale of U.S. Treasury bills represent income and should be credited to account 1510 above. Losses represent the excess of the cost or other basis at date of sale (as described above) over the sales proceeds.
- 1600 "Food Services" Amounts received for dispensing food to pupils and adults.
- 1610 "Sales to Pupils" Amounts received from pupils for sale of food products and services. Better financial control, analysis and reporting for federal and state reimbursements can be obtained by maintaining separate accounts by type of sale. Use of this account is required for federal reimbursement purposes.
- 1611 "Sales to Pupils - Lunch"
- 1612 "Sales to Pupils - Breakfast"
- 1613 "Sales to Pupils - A la Carte"

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- 1614 "Sales to Pupils - Other"
- 1620 "Sales to Adults" Amounts received from adults for sale of food products and services. Regular meals or food products sold to staff can be segregated from special dinners and affairs for special purposes by maintaining separate accounts.
- 1690 "Other Food Service Revenue" Amounts received from local sources for other food service activities.
- 1700 "Pupil Activities" Amounts received from school sponsored activities.
- 1710 "Admissions" Amounts received from patrons of a school sponsored activity.
- 1711 "Athletic" Amounts received from school sponsored athletic events.
- 1719 "Other" Amounts received from admissions to all other school sponsored events except athletics.
- 1720 "Fees" Amounts received from pupils for fees (except transportation) such as towel fees, locker fees, and equipment fees.
- 1730 "Book Store Sales" Amounts received from sales, ~~other than textbook sales~~, resulting from the operation of a bookstore. Sales may be recorded in separate revenue accounts according to the type of product sold, if desired.
- 1790 "Other Pupil Activity Revenue" All other revenue from pupil activities not specified above.
- 1800 "Textbooks" Amounts received from the rental or sale of textbooks.
- 1810 "Textbook Rentals" Amounts received from the rental of textbooks as authorized in Section 10-22.25 of ~~the~~ the School Code (Ill. Rev.

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- ~~Stat. 1991, ch. 122, par. 10-22.25~~ [105 ILCS 5/10-22.25].
- 1811 "Regular Textbook Rentals"
- 1812 "Summer School Textbook Rentals"
- 1813 "Adult/Continuing Education Textbook Rentals"
- 1819 "Other Textbook Rentals"
- 1820 "Textbook Sales" Amounts received from the sales of textbooks as authorized in Section 28-8 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 28-8) [105 ILCS 5/28-8].
- 1821 "Regular Textbook Sales"
- 1822 "Summer School Textbook Sales"
- 1823 "Adult/Continuing Education Textbook Sales"
- 1829 "Other Textbook Sales"
- 1890 "Other Textbook Revenues" Textbook revenues not provided for in the 1800 thru 1829 series of accounts.
- 1900 "Other Revenue From Local Sources" Other amounts received from local sources which are not classified above.
- 1910 "Rentals" Amounts received for rental of school property, real or personal.
- 1920 "Contributions and Donations From Private Sources" Amounts received from a philanthropic foundation, private individuals, or private organizations for which no repayment or special service to the contributor is expected.
- ~~1990 "Sale or Compensation for loss of fixed Assets" Amounts received from the sale of school property or realized from recoveries for loss of school property.~~

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1931 ~~"Sale of Equipment" Amounts received from the sale of equipment such as school buses, cafeteria equipment, and instructional equipment.~~

1932 ~~"Sale of Buildings and Grounds" Amounts received from the sale of a building or land or a combination of both. Proceeds may be deposited in any fund after any outstanding bonds are paid as authorized in Section 5-22 of the School Code. The sale of a building representing a vocational project for people is credited in the Education Fund to General Ledger Account 171.~~

1933 ~~"Compensation for Loss of Assets" Compensation or insurance recoveries for loss of school property not being replaced. If the school property will be replaced within the current fiscal year, it should be credited to the proper expenditure account.~~

1940

"Services Provided Other LEAs" Amounts received from services provided other LEAs other than for tuition and transportation services. Services could include data processing, purchasing, maintenance, accounting, cleaning, consulting, guidance, etc. (Paying LEAs: See function 4100 categories, object 300 and object 600 numbers.) for applicable expenditure account

1950

"Refund of Prior Years' Expenditures" Amounts received in refund of an expenditure charged to a prior fiscal year's budget. A refund of an expenditure made in the same fiscal year's budget may be recorded in the appropriate expenditure account as a reduction of the expenditure.

1990

"Other" Amounts received from local sources not provided for elsewhere.

1991

"Payment From Other Districts" Special Education or Vocational Education Buildings.

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1992 "Sale of Vocational Projects" Amounts representing gain from the sale of vocational projects.

1993 "Local Fees" Amounts assessed or received from local sources for district programs (example: driver education fees).

1999 "Other" Amounts received from local sources that are not provided for otherwise in the 1000 through 1992 series of accounts.

2000

"Flow-through Revenue from One LEA to Another" LEA Payments one LEA makes to another LEA representing mini-grant projects and flow-through grants-in-aid to be used for specific grant-related purposes. (Paying LEAs: See function 4100 categories, object 700 categories for applicable expenditure account numbers.) LEAs include any school districts; any joint agreements, such as special education centers or area vocational centers; vocational education regional delivery systems; and educational service centers. The Educational Service Region (ESR) is not an LEA for the purposes of this definition; any revenue received from the ESR is a direct payment to the LEA.

2100

"Flow-through Revenue from State Sources" These state revenues can be further subdivided to account for individual grants.

2200

"Flow-through Revenue from Federal Sources" These federal revenues can be further subdivided to account for individual grants.

3000

Revenue From State Sources

3100

"Unrestricted Grants-In-Aid" Amounts received as grants by the LEA which can be used without restriction for any legal purpose desired by the LEA.

3110

"General State Aid" Amounts received from the state for the general apportionment (flat grant) and the equalization portions of General State Aid as authorized in Section

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18-8 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 18-8) [105 ILCS 5/18-8].

3120

"Supplementary State Aid" Amounts received from the state including tax amnesty monies or Supplementary State Aid for new districts (formed by the consolidation of previously existing districts) as authorized in Sections 18-8(A)(5)(m), 18-8.2, and 18-8.3 of ~~the~~ the School Code.

3200

"Restricted Grants-In-Aid" Amounts received as grants by the LEA which must be used for a categorical or specific purpose if payments were made on a grant basis.

3210

"Transportation Aid" Amounts received from the state for transportation aid.

3211

"Regular" Amounts received from the state for a portion of the cost of transporting regular students as authorized in Section 29-5 of ~~the~~ the School Code.

3212

"Special Education" Amounts received from the state for a portion of the cost of transporting Special Education students as authorized in Sections 14-7.02 and 14-13.01 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 14-7.02 and 14-13.01) [105 ILCS 5/14-7.02 and 14-13.01].

3213

"Vocational Education" Amounts received from the state for a portion of the cost of transporting Vocational Education students as authorized in Section 29-5 of ~~the~~ the School Code.

3220

"Instructional Program Aid" Amounts received from the state for Instructional Program Aid.

3221

"Driver Education" Amounts received from the state representing reimbursement for Driver Education as authorized in Sections 27-24.3 and 27-24.4 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 27-24.3 and 27-24.4) [105 ILCS 5/27-24.3 and 27-24.4].

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3222 "Technical Preparation Education" Amounts received from state funds to provide planning, implementation and demonstration grants to consortia of local education agencies and postsecondary educational institutions for development and operation of 4-year programs beginning at eleventh grade and leading to a 2-year associate's degree or certificate.

3223

"Summer School" Amounts received from the state representing reimbursement for summer school as authorized in Sections 2-3.61 and 18-8 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 2-3.61 and 18-8) [105 ILCS 5/2-3.61 and 18-8].

3224

"Bilingual Education" Amounts received from the state representing reimbursement for Bilingual Education as authorized in Sections 2-3.39, 10-22.38a and Article 14C of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 2-3.39, 10-22.38a, and 14C-1 et seq.) [105 ILCS 5/2-3.39, 10-22.38a, and 14C-1 et seq.].

3225

"Vocational Education-State General Revenue Formula" Amounts received from the state representing reimbursement for Vocational Education.

3226

"Vocational Education-Grants and Contracts" Amounts received from the state representing reimbursement for grants and funding agreements.

3227

"Gifted Education" Amounts received from the state representing reimbursement for Gifted Education as authorized in Article 14A of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 14A-1 et seq.) [105 ILCS 5/14A-1 et seq.].

3228

"Adult Education-General" Amounts received from the state representing reimbursement for Adult Education as authorized in Section 203-1 of ~~the~~ the School Code (Ill. Rev. Stat.

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1991, ch. 122, par. 203-1) [105 ILCS 405/3-11.

3229 "Adult Education-Sec. 10-22.20" Amounts received from the state representing reimbursement for Adult Education public assistance as authorized in Section 10-22.20 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 10-22.20) [105 ILCS 5/10-22.20].

3230 "Special Education" Amounts received from the state representing reimbursement for Special Education as authorized in Article 14 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 14-1 et seq.) [105 ILCS 5/14-1 et seq.].

3231 "Special Education Personnel" Amounts received from the state for a portion of the cost of approved personnel.

3232 "Special Education Private Facility" Amounts received from the state for costs related to children who must attend a nonpublic school or special education facility that can provide the special education services required.

3233 "Special Education Extraordinary" Amounts received from the state for costs related to children who require additional and extraordinary special education services that are provided by the LEA pursuant to the provisions of 23 Ill. Adm. Code 226 (Special Education).

3234 "Special Education Orphanage" Amounts received from the state for children under the provisions for (group and individual) orphanage services, for both regular session and summer session.

3240 "Reading Improvement" Amounts received from the state as authorized in Section 2-3.51 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 2-3.51) [105 ILCS 5/2-3.51] to improve the reading and study skills of

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children in kindergarten through grade six (for reading specialists, teacher aides, and other personnel).

3245 "Prekindergarten Programs for At-Risk Students" Amounts received from the state as authorized in Section 2-3.71 of ~~the~~ the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 2-3.71) [105 ILCS 5/2-3.71] to fund programs for children ages three to five who have been identified through a screening process as being at risk of academic failure when they enter school.

3250 "School Lunch Aid" Amounts received from the state for school lunch aid.

3251 "Lunch - Free" Amounts received from the state for a portion of the cost of school lunches as authorized in Section ~~712.2 of the School Code 2 of the School Free Lunch Program Act~~ (Ill. Rev. Stat. 1991, ch. 122, par. 712.2) [105 ILCS 125/21].

3252 "Breakfast - Free" Amounts received from the state for a portion of the cost of school breakfast as authorized in Section ~~712.2 of the School Code 2 of the School Free Lunch Program Act~~ (Ill. Rev. Stat. 1991, ch. 122, par. 712.2) [105 ILCS 125/21].

3260 "Capital Development Board" Amounts received from the Capital Development Board as authorized in the School Construction Bond Act (Ill. Rev. Stat. 1989 1991, ch. 122, par. 1201 et seq.) [30 ILCS 390] and Section ~~783.1-2 1A-1.2~~ of the Capital Development Board Act (Ill. Rev. Stat. 1989 1991, ch. 127, par. 783.1-2) [20 ILCS 3105/1A-1.2].

3261 "Bond Principal" Amounts received from the Capital Development Board for a portion of the cost of bonds redeemed.

3262 "Bond Interest" Amounts received from the Capital Development Board for interest paid.

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- 3290 "Other Grants-In-Aid" Amounts received from the state for a portion of the cost of other grants-in-aid.
- 3300 "Payments Received in Lieu of Taxes" Payments made out of general revenues by the state to the LEA in lieu of taxes.
- 3310 "Orphans Tuition" Amounts received from the state for a portion of the cost of orphans tuition as authorized in Section 18-3 of the School Code [Ill. Rev. Stat. 1991, ch. 122, par. 18-3] [105 ILCS 5/18-3].
- ~~3320~~ ~~"State-Owned Housing" Amounts received from the state for a portion of the cost of state owned housing as authorized in Section 18-3 of the School Code.~~
- 3330 "Tax Equivalent Grants" Amounts received from the state for a portion of the cost of tax equivalent grants as authorized in Section 18-4.4 of the School Code [Ill. Rev. Stat. 1991, ch. 122, par. 18-4.4] [105 ILCS 5/18-4.4].
- 3340 "State Impaction Aid" Amounts received from the state for a portion of the cost of state impaction aid as authorized in Section 18-4.2 of the School Code [Ill. Rev. Stat. 1991, ch. 122, par. 18-4.2] [105 ILCS 5/18-4.2].
- Revenue From Federal Sources
- 4100 "Unrestricted Grants-In-Aid Received Directly From Federal Government" Amounts received directly from the federal government as grants by the LEA, which can be used without restriction for any legal purpose desired by the LEA.
- 4110 "Impact Aid Act," Public Law 81-874 (20 U.S.C.A. 236 et seq.). Amounts received from federal funds by LEA's having increased enrollments due to federal activities.
- 4300 "Restricted Grants-In-Aid Received Directly From Federal Government" Amounts received

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- directly from the federal government as grants by the LEA, which must be used for a categorical or specific purpose.
- 4320 ~~"Emergency School Assistance Act" Amounts received from federal funds to finance programs designed to assist school districts to desegregate.~~
- 4325 "Bilingual Education Act," Public Law 100-297, Title VII of "The Elementary and Secondary Education Act of 1965" (20 U.S.C.A. 3281 et seq.). Amounts received from federal funds for approved bilingual education.
- 4330 "Education for Economic Security Act" Amounts received from EESA, Public Law 98-377, Title VI - Excellence in Education funds (20 U.S.C. 4031 et seq.). Provides U.S. Department of Education grants on a competitive basis to individual public schools striving to improve the quality of education.
- 4340 "Community Action Program - O.E.O." Amounts received from federal funds for activities related to Community Action Programs.
- 4350 "Headstart" Amounts received from federal funds for Headstart programs.
- 4360 "Impact Aid Act," Public Law 81-815 (20 U.S.C.A. 631 et seq.) Amounts received from federal funds for the construction of school buildings in LEAs having increased enrollments due to federal activities.
- 4390 "Other" Amounts received directly from the federal government not provided for elsewhere in the 4300 thru 4360 series of accounts.
- 4400 "Restricted Grants-In-Aid Received From Federal Government Through the State" Amounts received from the federal government through the state as grants by the LEA which must be used for a categorical or specific purpose.

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4410

"Adult Education Act," Public Law 91-230 102-73 (20 U.S.C.A. 1201 et seq.). Amounts received from federal funds for Adult Basic Education as authorized in Public Law 91-230 102-73.

4420

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392 Title IIA-Disadvantaged (20 U.S.C. 2331 et seq.). Amounts received from federal funds to provide for services and activities that are essential for handicapped individuals to succeed in vocational education.

4421

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIA-Disadvantaged State Leadership (20 U.S.C. 2331 et seq.). Amounts received from federal funds to provide for services and activities that are essential for disadvantaged individuals to succeed in vocational education. Amounts received from federal funds to provide state leadership programs including teacher professional development, curriculum development, program evaluation, promotion of partnerships, tech-prep education support, vocational student organization support, technology education programs, and data collection.

4422

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIB-Single Parents (20 U.S.C. 2331 et seq.). Amounts received from federal funds to provide, subsidize, reimburse or pay for vocational education and training activities that will give single parents or homemakers marketable skills.

4423

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIB-Sex Bias Equity (20 U.S.C. 2331 et seq.). Amounts received from federal funds to provide for programs, services, and activities to eliminate sex bias and stereotyping in vocational education

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programs designed to enable participants to support themselves and their families.

4424

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIC-Limited English Proficiency Secondary (20 U.S.C. 2331 et seq.). Amounts received from federal funds to provide services and activities that are essential for limited English proficiency (LEP) students to succeed in vocational education. Amounts received from federal funds to (1) improve vocational education programs, (2) provide for the fair and equitable participation of individuals who are members of special populations by providing the supplementary and other services necessary for them to succeed in vocational education, and (3) operate at a limited number of sites or with respect to a limited number of program areas that serve the highest concentrations of individuals who are members of special populations.

4425

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIB-Staff Development IIB-Consumer and Homemaking (20 U.S.C. 2341 et seq.). Amounts received from federal funds for statewide professional development of vocational education personnel. Amounts received from federal funds to provide supplemental funds to improve, expand or update instruction in approved occupations of homemaking.

4426

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, Title IIB-Curriculum Development IIB-Technical Preparation Education (20 U.S.C. 2341 et seq.). Amounts received from federal funds for new curriculum development and dissemination projects and activities related to vocational education programs. Amounts received from federal funds to provide planning and demonstration grants to consortia of local education agencies and postsecondary

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educational institutions for the development and operation of 4-year programs beginning at eleventh grade and leading to a 2-year associate's degree or a 2-year certificate.

4427

"Carl D. Perkins Vocational Education Act and Applied Technology Act of 1990," Public Law 98-524 101-392, ~~title IIB~~ Program Improvements IIR-Facilities and Equipment (20 U.S.C. 2341 2395 et seq.). Amounts received from federal funds for program improvement activities that enable educational agencies to improve, expand, or modernize vocational education programs, including the purchase of required and approved instructional equipment, vocational student organizations, WSCPP, and high impact training programs. Amounts received from federal funds for facilities, equipment and program improvement activities in vocational and applied technology education.

4428

~~"Carl D. Perkins Vocational Education Act," Public Law 98-524, Title IIR Community-Based Organizations (20 U.S.C. 2351 et seq.). Amounts received from federal funds for services and activities of vocational education programs that provide special consideration to the needs of severely economically and educationally disadvantaged youth, ages sixteen through twenty-one.~~

4429

~~"Carl D. Perkins Vocational Education Act," Public Law 98-524, Title IIR Consumer and Homemaking (20 U.S.C. 2361 et seq.). Amounts received from federal funds that provide for homemaking education projects that may include instructional projects, services and activities that prepare youth and adults for the occupation of homemaking. "Carl D. Perkins Vocational and Applied Technology Act of 1990," Public Law 101-392 - Other. Amounts received from federal funds that provide for other programs under the Carl D. Perkins Vocational and Applied Technology Act of 1990.~~

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4430

"Transition Programs for Refugee Children" Amounts received from federal funds (Refugee Act of 1980) for approved supplementary programs for eligible refugee children.

4435

"Emergency Immigrant Education Assistance" Amounts received from federal funds as authorized in Section 101(g) of Further Continuing Appropriation, Public Law 98-151. Provides public education services to immigrant children not born in the United States and attending school less than three years.

4440

~~"Education Consolidation and Improvement Act (ESEA), Elementary and Secondary Education Act (ESEA), Chapter 1" Amounts received from federal funds as authorized in Public Law 97-35 100-297.~~

4441

"ESEA ESEA, Chapter 1 - Educationally Deprived" Amounts received from federal funds for programs designed to reduce or eliminate the educational deficiencies of eligible Chapter 1 students. Programs provide supplemental educational opportunities determined to be of high priority, usually in areas such as reading, mathematics, and cultural enrichment.

4442

"ESEA ESEA, Chapter 1 - Handicapped" Amounts received from federal funds for approved handicapped programs (Public Law 89-313).

4443

"ESEA ESEA, Chapter 1 - Migrant" Amounts received from federal funds for approved migrant programs to meet the needs of itinerant agricultural workers who have settled out of the migrant stream.

4444

"ESEA ESEA, Chapter 1 - Neglected and Delinquent" Amounts received from federal funds for approved neglected or delinquent children with the focus of educational activities being on reading, mathematics, and communication skills.

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4445 "ESEA, Chapter 1 - Even Start Program" Amounts received from federal funds for approved Even Start projects to provide participating families with an integrated program of early childhood education, adult basic skills training and parenting training.

4450 "~~Education for the Handicapped Act (EHA)~~" Amounts received from federal funds for approved Education for the Handicapped Individuals with Disabilities Education Act (IDEA) Amounts received from federal funds for approved programs under the Individuals with Disabilities Education Act.

4451 "~~HA~~ IDEA - Preschool Incentive Grant (99-457)" Amounts received from federal funds for approved ~~HA~~ IDEA preschool programs.

4452 "~~HA~~ IDEA - Room and Board Reimbursement (94-142,B)" Amounts received from federal funds for approved ~~HA~~ IDEA room and board reimbursements.

4453 "~~HA~~ IDEA - ~~Regional~~ Discretionary Programs (94-142,B)" Amounts received from federal funds for approved ~~HA~~ IDEA ~~regional~~ discretionary and preschool programs.

4454 "~~HA~~ IDEA - Flow Through (94-142,B)" Amounts received from federal funds for approved ~~HA~~ IDEA flow-through funding.

4455 "~~HA~~ IDEA - Deaf/Blind (91-230, VI-C)" Amounts received from federal funds for approved programs for the deaf and blind.

4456 "~~HA~~ IDEA - Infant and Toddlers (99-457 Part H)" Amounts received from federal funds for approved ~~HA~~ IDEA infant and toddler programs.

4460 "School Lunch Program" Amounts received from federal funds.

4461 "School Lunch - Regular Lunches" Amounts received from federal funds for reimbursement

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for meals served through the school lunch program at the regular price.

4462 "School Lunch - Free and Reduced" Amounts received from federal funds for reimbursement of free and reduced price meals served through the school lunch program.

4463 "Special Milk" Amounts received from federal funds for reimbursement based on the special milk program.

4464 "Breakfast" Amounts received from federal funds for reimbursement for breakfasts served through the school lunch program.

4465 "Non-Food Assistance" Amounts received from federal funds for reimbursement covering the purchase of equipment used in the school lunch program.

4466 "Payments in Lieu of Commodities" Amounts received from federal funds for payments in lieu of commodities.

4467 "Nutrition Education and Training Act" Amounts received from federal funds (Public Law 95-166) to promote and strengthen the nutrition education curriculum.

4470 "~~Education Consolidation and Improvement Act (ECIA)~~ Elementary and Secondary Education Act (ESEA), Chapter 2" Amounts received from federal funds as authorized in Public Law 97-35 for approved Chapter 2, Block Grant programs.

4475 "~~Education for Economic Security Act~~" Amounts received from ~~ESEA~~, Public Law 98-277, Title II - Teacher Skill Improvement (20 U.S.C. 3961 et seq.). Provides for teacher skill improvement in math, science, computer learning, and foreign languages. ESEA, Title II, Dwight D. Eisenhower Mathematics and Science Education Act" Amounts received from ESEA, Public Law 100-297, Title II - Teacher Skill Improvement (20 U.S.C. 3961 et seq.). Provides for teacher skill improvement and

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enhanced instruction in mathematics and science.

4480

"Department of Rehabilitation Services" Amounts received from federal funds for vocational training of special education pupils.

4490

"Other" Amounts received from the federal government through the state and not provided for elsewhere in the 4400 through 4480 series of accounts.

4500

"Restricted Grants-In-Aid Received From Federal Government Through an Intermediate Source" Amounts received from the federal government through an intermediate source as grants by the LEA which must be used for a specific purpose.

4530

~~"Job Training Partnership Act"~~ JTPRA (Job Training Partnership Reform Act) Amounts received from Title II federal funds (Public Law 97-300) through an intermediate source for contractual agreements that provide vocational training services, and coordination of activities to the economically disadvantaged.

4590

"Other Federal Grants" Amounts received from federal funds through intermediate sources not provided for elsewhere in the 4500 through 4530 series of accounts.

7000

Other Financing Sources

7100

"Transfer From Other Funds" Amounts received unconditionally from another fund without expectation of repayment.

7110

"Permanent Transfer From Working Cash Fund" The transfer of the balance to the Educational Fund when the Working Cash Fund is abolished as authorized in Section 20-8 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 20-8) [105 ILCS 5/20-8].

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7120

"Permanent Transfer of Interest From Working Cash Fund" ~~the permanent transfer of interest to the Educational Fund, the Operations and Maintenance Fund or the Transportation Fund from the Working Cash Fund as authorized in Section 20-5 of the School Code. The permanent transfer of interest to any fund of the district. Such a transfer may only be made upon the authority of the school board by resolution directing the school treasurer to make the transfer as authorized in Section 20-5 of the School Code.~~

7130

"Permanent Transfer from Educational Fund" The permanent transfer to the Operations and Maintenance Fund of ~~monies~~ moneys in restricted amounts by districts meeting certain conditions as authorized in Section 17-2A of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 17-2A) [105 ILCS 5/17-2A].

7140

"Permanent Transfer of Interest" The permanent transfer of interest, as authorized in Section 10-22.44 of the School Code.

7150

"Permanent Transfer from Site and Construction and Capital Improvements Fund to Operations and Maintenance Fund" The transfer of bond proceeds ~~other than for Fire Prevention and Safety~~ remaining in the Site and Construction and Capital Improvements Fund to the Operations and Maintenance Fund after the purposes for which the bonds have been issued have been accomplished and paid in full, as authorized in Section 10-22.14 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 10-22.14) [105 ILCS 5/10-22.14].

7160

"Permanent Transfer of Excess Accumulated Fire Prevention and Safety Tax Proceeds and Interest Earnings" ~~The transfer (by school board resolution) of tax proceeds and interest earned on proceeds remaining in the Fire Prevention and Safety Fund to the Operations and Maintenance Fund after the~~

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purposes for which the taxes were levied have been accomplished and paid in full. This transfer shall be made for the purpose of abating an equal amount of operation and maintenance purposes taxes. (Section 17-2.11 of the School Code.)

7170 "Permanent Transfer of Excess Accumulated Fire Prevention and Safety Bond Proceeds and Interest Earnings" The transfer (by school board resolution) of bond proceeds remaining in the Fire Prevention and Safety Fund to the Bond and Interest Fund after the purposes for which the bonds were issued have been completed and paid in full. This transfer shall be made for the purpose of abating an equal amount of taxes extended for principal and interest payments on the respective bonds. (Section 10-22.14 of the School Code.)

7200 "Sale of Bonds" All amounts received from the sale of bonds.

7210 "Principal on Bonds Sold" Amounts received as principal from the sale of bonds.

7220 "Premium on Bonds Sold" Amounts received as premiums from the sale of bonds.

7230 "Accrued Interest on Bonds Sold" Amounts received as accrued interest from the sale of bonds. When bonds are sold at a date later than the nominal issue date of the bonds, the selling price often includes, in addition to the principal of the bonds, an amount representing the interest that has accrued on the bonds since the nominal issue date. This excess over the principal may be credited to this account in the Bond and Interest Fund or the Site and Construction Fund.

7300 "Sale or Compensation for Loss of Fixed Assets" Amounts received from the sale of school property or realized from recoveries for loss of school property.

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7310

"Sale of Equipment" Amounts received from the sale of equipment such as school buses, cafeteria equipment, and instructional equipment.

7320

"Sale of Buildings and Grounds" Amounts received from the sale of a building or land or a combination of both. Proceeds from the sale first shall be used to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used to meet any urgent district fire prevention and safety needs as determined under Sections 2-3.12 and 17-2.11 of the School Code (Ill. Rev. Stat. 1991, ch. 122, pars. 2-3.12 and 17-2.11) (105 ILCS 5/2-3.12 and 17-2.11) and then for any other authorized purpose and for deposit into any district fund as authorized in Section 5-22 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 5-22) (105 ILCS 5/5-22). The sale of a building representing a vocational project for resale is credited in the Educational Fund to General Ledger Account 171.

7330

"Compensation for Loss of Fixed Assets" Compensation or insurance recoveries for loss of school property not being replaced. If the school property will be replaced within the current fiscal year, it should be credited to the proper expenditure account.

7400

"Other Sources" Other miscellaneous financing sources which cannot be classified in preceding 7000 account numbers.

(Source: Amended at ___ Ill. Reg. ___, effective MAR 22 1994.)

Section 110.TABLE D DEFINITIONS OF EXPENDITURE DIMENSIONS

"Fiscal Year"

Fiscal year denotes a twelve-month period of time to which the annual budget applies and at the end of which an LEA determines its financial position and the results of its operations. The terminal digit of the applicable year designates the code.

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"Code"	"Descriptor"
8	FY 1987-1988
9	FY 1988-1989
0	FY 1989-1990
1	FY 1990-1991
2	FY 1991-1992
3	FY 1992-1993
4	FY 1993-1994
5	FY 1994-1995
6	FY 1995-1996
7	FY 1996-1997

"Funds"

Funds are independent fiscal and accounting entities requiring their own set of accounts and records. Each fund relates to a specific activity or objective.

Complete explanations for each of the following funds have already been listed in Table A of this Part:

- 10 - Educational Fund
- 20 - Operations and Maintenance Fund
- 30 - Bond and Interest Fund
- 40 - Transportation Fund
- 50 - Municipal Retirement/Social Security Fund
- 60 - Site and Construction and Capital Improvements Fund
- 70 - Working Cash Fund
- 80 - Rent Fund
- 90 - ~~Capital Improvements Fund~~ Fire Prevention and Safety Fund
- 98 - General Fixed Assets Account Group
- 99 - General Long-Term Debt Account Group

"Source of Funds"

This dimension describes expenditures in terms of various sources of revenue. It provides the capability of exercising budgetary control and the preparation of reports of categorical programs. The Source of Funds code allows for the gathering of total expenditures for a particular revenue. The following Source of Funds codes have been designated to represent various revenues; however, additional category codes can be added by LEAs, if needed:

- 00 Non-Categorical/Unrestricted

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- 01 Tort Immunity
- 02 ~~Site and Construction~~
- 03 ~~Fire Prevention, Safety, Environmental, and Energy Conservation Capital Improvements~~
- 04 Community College Tuition
- 05 Area Vocational Education Construction
- 06 Summer School
- 08 Special Education Levy
- 10 Driver Education
- 11 Prekindergarten Programs for At-Risk Students
- 12 Special Education
- 13 Special Education - Transportation
- 14 Bilingual
- 15 Reading Improvement Program
- 16 Educational Service Center Operations
- 17 Administrators' Academy
- 18 Staff Development
- 19 Learner Outcomes/Objectives
- 20 Vocational Education - ~~Basic Formula Distribution~~
- 21 ~~State Regular Formula Reimbursement (State)~~
- 22 Vocational Education - Grants and ~~Funding Agreements~~
- 23 ~~Contracts (State)~~
- 24 Vocational Education - Transportation
- 25 ~~Technical Preparation Education (State)~~
- 26 Department of Rehabilitation Services
- 27 Gifted Education
- 28 Special Education - Extraordinary
- 29 Adult Education - General
- 30 Special Education - Private Facility
- 31 Adult Basic Education - Sec. 10-22.20 of ~~the~~ the School Code
- 32 ~~ESEA Chapter 1 - Educationally Deprived~~
- 33 ~~ESEA Chapter 1 - Handicapped (P.L. 89-313)~~
- 34 ~~ESEA Chapter 1 - Migrant~~
- 35 ~~ESEA Chapter 1 - Neglected and Delinquent~~
- 36 ~~Special Education - Orphanage~~
- 37 ~~Special Education - Personnel~~
- 38 ~~ESEA Chapter 1 - Even Start~~
- 39 ~~Facility Leasing Levy~~
- 40 Municipal Retirement Levy
- 41 Social Security/Medicare Only Levy
- 42 Temporary Relocation Levy
- 43 ~~IDEA (P.L. 91-230) - VI-C - Deaf/Blind~~
- 44 ~~IDEA (P.L. 94-142) - Part B - Preschool Incentive Grant~~
- 45 ~~IDEA (P.L. 94-142) - Part B - Room and Board Reimbursement~~

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- 48 ~~HA~~ IDEA (P.L. 94-142) - Part B - Regional
- 49 Discretionary Programs
- 50 ~~HA~~ IDEA (P.L. 94-142) - Part B - Flow-Through
- 51 ESEA, Title VII - Bilingual
- 60 ~~HA~~ ESEA - Chapter 2, Block Grant
- 65 Capital Development Board
- 66 Perkins Vocational Act, P.L. 90-524, Title IIA -
- Handicapped
- 67 Perkins Vocational Act, P.L. 90-524, Title IIA -
- Disadvantaged
- 68 Perkins Vocational Act, P.L. 90-524, Title IIA - Single
- Parents
- 69 Perkins Vocational Act, P.L. 90-524, Title IIA - Sex
- Bias
- 70 Perkins Vocational Act, P.L. 90-524, Title IIA -
- Admitted English Proficiency Carl D. Perkins Vocational
- and Applied Technology Act of 1990, P.L. 101-392, Title
- II, Part A - State Leadership
- 71 Perkins Vocational Act, P.L. 90-524, Title IIB - Staff
- Development Carl D. Perkins Vocational and Applied
- Technology Act of 1990, P.L. 101-392, Title II,
- Part B - Single Parents
- 72 Perkins Vocational Act, P.L. 90-524, Title IIB -
- Curriculum Development Carl D. Perkins Vocational and
- Applied Technology Act of 1990, P.L. 101-392, Title II,
- Part B - Sex Equity
- 73 Perkins Vocational Act, P.L. 90-524, Title IIB -
- Program Improvement Carl D. Perkins Vocational and
- Applied Technology Act of 1990, P.L. 101-392, Title II,
- Part C - Secondary
- 74 Perkins Vocational Act, P.L. 90-524, Title IIA -
- Community-Based Organizations Carl D. Perkins
- Vocational and Applied Technology Act of 1990, P.L.
- 101-392, Title III, Part B - Consumer and Homemaking
- 75 Perkins Vocational Act, P.L. 90-524, Title IIB -
- Consumer and Homemaking Carl D. Perkins Vocational and
- Applied Technology Act of 1990, P.L. 101-392, Title
- III, Part E - Technical Preparation
- 76 Perkins Vocational Act, P.L. 90-524, Title IIB -
- Program Improvement (Guidance) Carl D. Perkins
- Vocational and Applied Technology Act of 1990, P.L.
- 101-392, Title III, Part F - Facilities and Equipment
- 77 Emergency School Assistance Program (Federal)
- 78 Perkins Vocational Act, P.L. 90-524, Title IIB -
- Program Improvement (Instructional Equipment)
- 79 Community Action Program - O.E.O. (20 U.S.C. 3961 et
- seq.)
- 80 Head Start

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- 81 P.L. 81-815 - Construction
- 84 School Lunch Program
- 85 School Lunch Program - Nonfood Assistance (Equipment)
- 86 School Lunch Program - Nutrition Education/Training Act
- 87 ~~Education for Economic Security Act (ESEA), P.L. 90-~~
- ~~377, Title II - Teacher Skill Improvement (20 U.S.C. 3961 et seq.)~~
- ~~ESEA, Title II, Dwight D. Eisenhower~~
- ~~Mathematics and Science Education Act~~
- 88 Education for Economic Security Act (ESEA), P.L. 98-
- 377, Title VI - Excellence in Education (20 U.S.C. 4031
- et seq.)
- 89 Emergency Immigrant Education Assistance, P.L. 98-151
- 93 Transition Programs for Refugee Children
- 94 ~~ETPA~~ JTPRA (Job Training and Partnership Reform Act)

"Instructional Organization"

The general types of schools or other organizational entities providing instruction are included in this dimension. An instructional organization is coded by a single digit.

It is recognized that the instructional organization suggested here may not coincide with that being used in all LEAs, but it does provide basic subdivisions for any organizational structure. Wherever it does not comply exactly, being in more detail or less, school officials can combine subdivisions or omit some as applicable. Comparability is improved by using the same structure for reporting purposes throughout the nation. In the following definitions, "grade span" can be changed to "age span" when structuring a nongraded school or local educational agency.

"Code"	"Descriptor"
0	"Districtwide"
1	"Elementary School" A school composed of any span of grades not above grade eight, including kindergarten.
2	"Middle or Junior High School" A separately organized and administered school, usually beginning with grades 6 or 7 or their equivalent and including at least two grades or years. Most middle/junior high schools consist of two or three grades spanning the years between an elementary and high school, as in a 4-4-4 plan, a 6-2-4 plan, or 6-3-3 plan.

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- 3 "High School/Secondary" A school comprising any span of grades beginning with the next grade following an elementary or middle/junior high school and ending with or below grade 12. This includes three-year and four-year vocational and technical high schools separately organized under the direction and management of an administrator for the primary purpose of offering education and training in one or more semi-skilled, skilled, or technical occupations.
- 4 "Adult/Continuing Education School" A school for adults and out-of-school youth. This includes adult basic schools, advanced adult schools, and occupational schools.
- 5 "Pre-school" A program organized to provide educational experiences for children during the year or years preceding kindergarten and which is part of an elementary school program under the direction of a qualified teacher.
- 9 "Other" A school which does not fit into one of the above descriptions.

"Operational Unit"

The term Operational Unit is used to denote the location of education activities for organizational purposes. It is the site of a physical plant which houses an organizational unit. These units correspond to individual schools, in most cases, and can be used to designate school cost centers. Budgets and expenditures may be made for each school or operational unit. Such units are locations of specific schools, of transportation, of administration, of warehouses, etc. Following are examples of Operational Units and codes:

"Code" "Descriptor"

- 01 Adams Elementary School
- 02 King Middle School
- 03 Santa Maria High School
- 04 Lincoln Vocational-Technical School
- 05 Davis Junior College
- 06 Central Administrative Office
- 07 Main Warehouse
- 08 Main Bus Garage

"Functions"

Function means the action or purpose for which a person or thing is used or exists. Function includes the activities or actions which are performed to accomplish the objectives of the enterprise. The activities of a local school system are classified into six broad areas or functions; Instruction, ~~Supporting~~ Support Services, Community Services, Non-Programmed Charges, Debt Service, and Provisions for Contingencies. Within these functions, the phrase "Service Area Direction" means the activities associated with directing and managing a specified service area.

"Code"

1000

"Descriptor"

"Instruction" Instruction includes the teaching of pupils, or the interaction between teacher and pupils. Teaching may be provided for pupils in a school classroom, in another location such as in a home or hospital, and other learning situations such as those involving cocurricular activities. It may also be provided through some other approved medium such as television, radio, telephone, and correspondence. Included here are the activities of aides or assistants of any type that assist in the instructional process.

1100

"Regular Programs" Instructional activities designed primarily for pupils (in elementary, middle/junior high, or high schools) who do not require special programs such as those designed for gifted, vocational, limited English proficient, and handicapped students

1110

"Elementary"

1120

"Middle/Junior High"

1130

"High School"

1200

"Special Education Programs" Special instruction and resource programs required by a student due to his/her disability; includes special services, special materials, and special equipment required by the students as authorized in Article 14 of ~~the~~ the School Code.

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- 1201 "Severe/Profound Mentally Handicapped (S/PMH)"
- 1202 "Trainable Mentally Handicapped (TMH)"
- 1203 "Educable Mentally Handicapped (EMH)"
- 1204 "Physically Handicapped (PH)"
- 1205 "Learning Disabled (LD)"
- 1206 "Visually Impaired (VI)"
- 1207 "Hard of Hearing (HH)"
- 1208 "Deaf (D)"
- 1209 "Deaf and Blind (DB)"
- 1210 "Speech and Language Impaired (SLI)"
- 1211 "Educationally Handicapped (EH)"
- 1212 "Behavior Disordered (BD)"
- 1213 "Other Health Impairment (OHI)"
- 1214 "Early Childhood (EC)"
- 1215 "Infant/Toddler (I/T)"
- 1216 "Autistic"
- 1217 "Traumatic Brain Injury (TBI)"
- 1220 "Cross-Categorical (CC)"
- 1250 "Educationally Deprived/Remedial Programs" Supplementary programs to increase the educational opportunities of eligible children, such as ESEA Chapter 117-BCR, of children. Programs are usually in areas of basic instruction such as reading and/or mathematics.
- 1300 "Adult/Continuing Education Programs" Learning experiences designed to develop

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knowledge and skills to meet immediate and long-range educational objectives for adults who have completed or interrupted their formal schooling. Programs include activities to foster the development of fundamental tools of learning, to prepare for a postsecondary career, to prepare for occupational competencies, to prepare for a new or different career, to develop skills and appreciation for special interests, or to enrich the aesthetic qualities of a student's life.

- 1310 "Adult Education"
- 1320 "Advanced Adult Education"
- 1330 "Occupational"
- 1340 "Upgrading in Current Occupation"
- 1350 "Retraining for New Occupation"
- 1360 "Special Interest"
- 1370 "Life Enrichment"
- 1390 "Other Adult/Continuing Education"
- 1400 "Vocational Programs" Instruction provided to develop the knowledge, skills and attitudes needed for employment in an occupational area. This includes all programs approved in the local district's plan for vocational education.
- 1401 "Agricultural Occupations" Instruction for the purpose of enabling students to have the background, knowledge and skills necessary for entry into a wide range of occupations in agricultural production, agricultural supplies and services, agricultural mechanics, agricultural products, and ornamental horticulture.
- 1403 "Renewable Natural Resources" Instruction for the purpose of preparing students for

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entry level employment in the areas of conservation, fishing and fisheries, forestry, and wildlife management.

- 1404 "Environmental Design" Instructional programs that describe methods to create, adapt, alter, preserve, and control mankind's physical and social surroundings.

- 1406 "Business and Management" Instruction for the purpose of preparing students to perform activities, including: buying, selling, appraising, renting, managing and leasing of real property for managerial functions, and ownership principles involved in operating a small business.

- 1407 "Business and Office" Instruction to prepare individuals for planning, organizing, directing and controlling business office systems and procedures. Includes instruction in preparing, transcribing, systematizing, and preserving written communications and records; preparing and analyzing financial records; collecting accounts and receiving and disbursing money; gathering, processing and distributing information and mail; operating office machines and electronic data processing equipment accounting for inventories; and operating telephones and switchboards.

- 1408 "Marketing and Distribution" Instruction to prepare students for occupations in marketing, sales, distribution, merchandising and management of the provision of industrial and consumer goods or services. These instructional programs prepare individuals to perform marketing functions, such as selling, buying, pricing, promoting, financing, transporting, storing, market research, and marketing management.

- 1409 "Communications" Instruction to prepare individuals for the creation, execution, transmission and evaluation of commercial messages designed to promote the sale of products and services.

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- 1410 "Communication Technologies" Instructional programs that prepare individuals to assist communication professionals and skilled communication workers. Programs stress specialized, practical knowledge related to the mechanical, scientific, or technical aspects of communications.

- 1412 "Consumer, Personal, and Miscellaneous Services" Instructional programs that prepare individuals to provide a variety of services to individual consumers as well as to organizations such as businesses and industries.

- 1415 "Engineering and Engineering-Related Technologies" Instructional programs that prepare individuals to support and assist engineers and other professionals in the field of engineering. Programs stress specialized, practical knowledge related to the mathematical, scientific, or technical aspects of engineering and its related sciences.

- 1417 "Health Occupations" (e.g., L.P.N., dental technician) Instruction to provide students with the health occupations knowledge, skills and attitudes necessary for meaningful employment and/or to pursue further health occupations education.

- 1420 "Occupation of Homemaking" Instruction to help students acquire the knowledge, skills, attitudes and behaviors necessary for making satisfying personal, family and workplace decisions concerning food, clothing, shelter, parenting, child rearing, interpersonal relationships and resource management.

- 1421 "Home Economics Occupations" Instruction to help students acquire the competence needed to secure employment and/or prepare for advancement in occupations utilizing home economics knowledge and skills, such as food production, child care and guidance, and fashion/fabric coordination.

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1443 "Protective Services" Instructional programs that describe the principles and procedures for providing police, fire, and other safety services, and for managing penal institutions.

1446 "Construction Trades" Instructional programs that prepare individuals to erect, install, maintain and repair buildings, highways, airports and other structures using a variety of materials. Includes instruction in cost estimating, in the use of tools, and in following technical specifications and blueprints.

1447 "Mechanics and Repairers" Instructional programs that prepare individuals in the adjustment, maintenance, part replacement, and repair of tools, equipment, and machines.

1448 "Precision Production" Instructional programs that prepare individuals to produce precision goods and materials by hand or machine; includes instruction in interpreting detailed plans and specifications.

1449 "Transportation, Aviation and Material Moving" Instructional programs that prepare individuals to operate and control equipment used to transport people or materials.

1459 "Special Programs" Vocational Education programs entitled: Cooperative Training, Interrelated Cooperative Education, and Experienced-Based Education.

1500 "Interscholastic Programs" Cocurricular activities which supplement the regular instructional program, such as athletics, band, chorus, and speech.

1600 "Summer School Programs" Instructional activities that are not embraced within the regular school term.

1650 "Gifted Programs" Special learning experiences for pupils identified as being

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gifted or talented as defined in 23 Ill. Adm. Code 227.10 (Gifted Education).

1700

~~"Vocational Education-Special Needs Programs/Services" Instructional programs for handicapped, limited English proficient, or academically and/or economically disadvantaged students enrolled in vocational education.~~

1710

~~"Vocational Education-Handicapped"~~

1720

~~"Vocational Education-Limited English Proficiency"~~

1730

~~"Vocational Education-Academically and/or Economically Disadvantaged"~~

1800

"Bilingual Programs" Special learning experiences for pupils receiving services pursuant to the provisions of 23 Ill. Adm. Code 228 (Transitional Bilingual Education).

1900

"Truants' Alternative and Optional Programs" Modified instructional programs provided to students pursuant to the provisions of 23 Ill. Adm. Code 205 (Truants' Alternative and Optional Education Programs).

2000

"Support Services" Services which provide administrative, technical (such as guidance and health), and logistical support to facilitate and enhance instruction. Support Services are adjuncts to the fulfillment of the objectives of instruction.

2100

"Support Services - Pupils" Those activities which are designed to assess and improve the well-being of pupils and to supplement the teaching process.

2110

"Attendance and Social Work Services" Activities for the improvement of pupils' attendance at school and the performance of school social work activities dealing with the problems of pupils which involve the home, school, and community.

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- 2111 "Service Area Direction"
- 2112 "Attendance Services" Activities such as prompt identification of patterns of nonattendance, early action on these problems, and enforcement of compulsory attendance laws.
- 2113 "Social Work Services" Activities such as investigating, diagnosing, and attempting to resolve pupil problems arising out of the home, school, or community.
- 2114 "Pupil Accounting Services" Those activities of acquiring and maintaining records of school attendance, location of home, and other pupil data.
- 2119 "Other Attendance and Social Work Services" Attendance and Social Work Services other than those described above.
- 2120 "Guidance Services" The activities of counseling with pupils and parents, providing consultation with other staff members on learning problems, evaluating the abilities of pupils, assisting pupils to make their own educational and career plans and choices, assisting pupils in personal and social development, providing referral assistance, and working with other staff members in planning and conducting guidance programs for pupils.
- 2121 "Service Area Direction"
- 2122 "Counseling Services" Activities in which counselors help pupils to understand their educational, personal, and occupational strengths and limitations; to relate their abilities, emotions and aptitudes to educational and career opportunities; to utilize their abilities in formulating realistic plans; and to achieve satisfying personal and social development.
- 2123 "Appraisal Services" Activities to assess pupil characteristics, which are used in

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- administration, instruction, and guidance, and which assist the pupil in assessing his/her purposes and progress in career and personality development.
- 2124 "Information Services" Activities organized for the dissemination of educational, occupational, and personal-social information to help acquaint pupils with the curriculum and with educational and vocational opportunities and requirements. Such information might be provided directly to pupils through activities such as group or individual guidance, or it might be provided indirectly to pupils, through staff members or parents.
- 2125 "Record Maintenance Services" Activities organized for the compilation, maintenance, and interpretation of cumulative records of individual pupils, including the following:
- Home and Family Background
 - Physical and Medical Status
 - Standardized Test Results
 - Personal and Social Development
 - School Performance
- 2126 "Placement Services" Activities organized to help place pupils in appropriate educational situations while they are in school, in appropriate part-time employment while they are in school, and in appropriate educational and occupational situations after they leave school, and to facilitate pupils' transition from one educational experience to another. This may include, for example, admissions counseling, referral services, assistance with records, and follow-up communications with employers.
- 2129 "Other Guidance Services" Guidance services which cannot be classified above.
- 2130 "Health Services" Physical and mental health services which are not direct instruction. Included are activities that provide pupils

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with appropriate medical, dental, and nurse services.

2131 "Service Area Direction"

2132 "Medical Services" Activities concerned with the physical and mental health of pupils, such as health appraisal, including screening for vision, communicable diseases, and hearing deficiencies; screening for psychiatric services; periodic health examinations; emergency injury and illness care; and communications with parents and medical officials.

2133 "Dental Services" Activities associated with dental screening, dental care, and orthodontic activities.

2134 "Nurse Services" Activities associated with nursing which are not instruction, such as health inspection, treatment of minor injuries, and referrals for other health services.

2139 "Other Health Services" Health Services not classified above.

2140

"Psychological Services" Activities concerned with administering psychological tests and interpreting the results, gathering and interpreting information about pupil behavior, working with other staff members in planning school programs to meet the special needs of pupils as indicated by psychological tests, and behavioral evaluation and planning and managing a program of psychological services, including psychological counseling for pupils, staff, and parents.

2141 "Service Area Direction"

2142 "Psychological Testing Services" Activities concerned with administering psychological tests, standardized tests and inventory assessments of ability, aptitude, achievement, interests and personality and

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their interpretation for pupils, school personnel, and parents.

2143 "Psychological Counseling Services"

Activities between a school psychologist or other qualified counselor and one or more pupils in which the pupils are helped to perceive, clarify, and resolve problems of adjustment and interpersonal relationships.

2144 "Psychotherapy Services" Activities between a qualified mental health professional and one or more pupils, in which the pupils are helped to perceive, clarify, and resolve emotional problems or disorders.

2149 "Other Psychological Services" Other activities associated with Psychological Services not classified above.

2150

"Speech Pathology and Audiology Services" Activities which have as their purpose the identification, assessment, and treatment of children with impairments in speech, hearing, and language.

2151 "Service Area Direction"

2152 "Speech Pathology Services"

2153 "Audiology Services"

2159 "Other Speech Pathology and Audiology Services" Other activities associated with Speech Pathology and Audiology Services not classified above.

2190

"Other Support Services - Pupils" Other support services (pupils) not classified in 2100 thru 2159 series. Expenditures that may be included are: therapists, crossing guards, graduation, student assembly programs, monitors for playgrounds, study halls, etc.

2200

"Support Services - Instructional Staff" Activities associated with assisting the instructional staff with the content and

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process of providing learning experiences for pupils.

2210

"Improvement of Instruction Services" Activities which are designed primarily for assisting instructional staff in planning, developing, and evaluating the instructional process.

2211 "Service Area Direction"

2212 "Instruction and Curriculum Development Services" Activities designed to aid teachers in developing the curriculum, preparing and utilizing special curriculum materials, and understanding and appreciating the various techniques which stimulate and motivate pupils.

2213 "Instructional Staff Training Services"

Activities designed to contribute to the professional competence of the instructional staff, including workshops, demonstrations, school visits, courses for college credit, sabbatical leaves, and travel leaves.

2220

"Educational Media Services" Activities

related to media resource centers and concerned with the use of all teaching and learning resources, including hardware, and content materials. Educational media are defined as any devices, content materials, methods, or experiences used for teaching and learning purposes. These include printed and nonprinted sensory materials.

2221 "Service Area Direction"

2222 "School Library Services"

2223 "Audio Visual Services"

2224 "Educational Television Services"

2225 "Computer-Assisted Instruction Services"

2230

"Assessment and Testing" Activities carried out for the purpose of measuring individual

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student achievement. The information obtained is generally used to monitor individual and group progress in reaching district learning goals to compare individual and group performance with national norms established by test publishers.

2300

"Support Services - General Administration" Activities concerned with establishing and administering policy in connection with operating the local education agency.

2310

"Board of Education Services" Activities of the elected or appointed body which has been created according to state law and vested with responsibilities for educational activities in a given administrative unit.

2311

"Service Area Direction" Activities

concerned with directing and managing the general operation of the Board of Education. Included are the activities of executives of the Board of Education, such as the Executive Secretary, but not included are any special activities defined in the other areas of responsibility described below. It also includes activities performed in support of school district meetings, legal activities, general liability situations, and audit services.

2312

"Board Secretary Services" Activities required to perform the duties of the Secretary or Clerk of the Board of Education.

2313

"Board Treasurer Services" Activities required to perform the duties of Treasurer of the Board of Education.

2314

"Election Services" Services rendered in connection with any school system election, including elections of officers and bond elections.

2316

"Staff Relations and Negotiation Services" Activities concerned with staff relations systemwide and the responsibilities for

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contractual negotiations with both instructional and noninstructional personnel.

2320

"Executive Administration Services" Activities associated with the overall management of the LEA.

2321

"Office of the Superintendent Services" Activities performed by the superintendent and such assistants as deputy, associate, and assistant superintendents, in their management of the LEA. This includes all personnel and materials in the office of the chief executive officer. Activities of the offices of the deputy superintendent and associate or assistant superintendents should be charged here unless job duties indicate another function is more appropriate. When two or more Service Areas are directed by the same individual, the services of that individual's office are prorated between the Service Areas concerned.

2324

"State and Federal Relations Services" Activities of developing and maintaining good relationships with state and federal officials. The activities associated with grant procurement are included.

2330

"Special Area Administrative Services" Activities concerned with supervisory responsibilities for federal programs, special programs, and/or title programs not included in the preceding functions. When the same individual directs both special programs and other service areas, the services of that individual should be prorated between the proper areas.

2400

"Support Services-School Administration" Activities concerned with overall administrative responsibility for a single school or a group of schools.

2410

"Office of the Principal Services" Activities concerned with managing a particular school, including the activities of the Principal, Assistant Principals, and

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other assistants in general supervision of all operations of the school, and including clerical staff for these activities.

2490

"Other Support Services-School Administration" Includes activities performed by persons usually classified as department heads or deans within schools and other school administration services which cannot be recorded under the preceding functions.

2500

"Support Services - Business" Activities concerned with accounting, purchasing, paying, transporting, exchanging, and maintaining goods and services for the LEA, including internal business services for operating all schools.

2510

"Direction of Business Support Services" Activities concerned with directing and managing the Business Services Area, such as those usually performed by the Office of the Chief School Business Official or Business Manager.

2520

"Fiscal Services" Activities concerned with the fiscal operations of the LEA. This function includes budgeting, receiving and disbursing, bookkeeping, financial accounting, payroll, inventory control, and internal auditing.

2522

"Budgeting Services" Activities concerned with supervising budget planning, formulation, control and analysis.

2523

"Receiving and Disbursing Funds Services" Activities concerned with taking in money and paying it out. It includes the handling of receipts, the approval of requisitions or purchase orders to determine whether the amounts are within the budgetary allowances, and to determine that such disbursements are lawful expenditures of LEA funds.

2524

"Payroll Services" Activities concerned with making payments to individuals entitled to

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remuneration for services rendered. Payments are also made for payroll-associated costs related to the payment of income tax, retirement, and social security.

2525 "Financial Accounting Services" Activities concerned with maintaining records of the financial operations and transactions of the school system. They include such activities as accounting, and interpreting financial transactions and account records.

2526 "Internal Auditing Services" Activities concerned with verifying the account records, including evaluating the adequacy of the internal control system, verifying and safeguarding assets, reviewing the reliability of accounting and reporting procedures, and ascertaining their compliance with policies.

2527 "Property Accounting Services" Activities concerned with preparing and maintaining a current inventory of land, buildings, and equipment. These records are to be used in equipment control and facilities planning.

2530

"Facilities Acquisition and Construction Services" Activities concerned with: acquisition of land and buildings; remodeling buildings; construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; and improvements to sites.

2531 "Service Area Direction"

2532 "Land Acquisition and Development Services" Activities concerned with the acquisition of sites and improvements thereon.

2533 "Architectural and Engineering Services" The activities of architects and engineers related to land acquisition and improvement and to improvements to buildings.

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2534 "Educational Specifications Development Services" Activities concerned with preparing and interpreting, for architects and engineers, descriptions of specific space requirements for the various learning experiences of pupils to be accommodated in a building.

2535 "Building Acquisition, Construction, and Improvements Services" Activities concerned with building acquisition through purchase or construction and building improvements, including initial installation or extension of service systems and other built-in equipment as well as building additions.

2540

"Operation and Maintenance of Plant Services" Activities concerned with keeping the physical plant (i.e., grounds, buildings, and equipment) in an effective and safe working condition. This includes activities of maintaining safety in buildings, on the grounds, and in the vicinity of schools.

2541 "Service Area Direction"

2542 "Care and Upkeep of Buildings Services" Activities concerned with keeping the physical plant clean and ready for daily use, including operating the fixed heating, lighting, and ventilating systems, and repairing and replacing facilities and equipment.

2543 "Care and Upkeep of Grounds Services" Activities of properly maintaining land and its improvements other than buildings.

2544 "Care and Upkeep of Equipment Services" Activities of properly maintaining movable equipment owned or used by the LEA, including servicing and repairing furniture, machines, and other movable equipment.

2545 "Vehicle Servicing and Maintenance Services (Other Than Student Transportation Vehicles)" Activities of maintaining in good condition

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general purpose vehicles such as trucks, tractors, graders, and staff vehicles.

It includes such activities as repairing vehicles, replacing vehicle parts, cleaning, painting, greasing, fueling, and inspecting vehicles for safety, i.e., preventive maintenance.

2546 "Security Services" Activities concerned with maintaining order and safety at all times in school buildings, and on school grounds and their vicinity. Included are police activities for school functions, traffic control on school grounds and their vicinity, building alarm systems and hall monitoring security services.

2549 "Other Operation and Maintenance of Plant Services" Activities which cannot be classified under the preceding areas of responsibility. Building insurance should be charged to this function.

2550 "Pupil Transportation Services" Activities concerned with conveying pupils to and from school as provided by Article 29 of the School Code (Ill. Rev. Stat. 1991, ch. 122, par. 29-1 et seq.) [105 ILCS 5/29-1 et seq.]. It includes trips between home and school and trips to school activities.

2551 "Service Area Direction"

2552 "Vehicle Operation Services" Activities of operating vehicles for pupil transportation from the time the vehicles leave the point of storage until they return to the point of storage. It includes fueling and driving buses or other pupil transportation vehicles.

2553 "Monitoring Services" Activities concerned with supervising pupils being transported between home and school and between school and school activities. Activities include pupil supervision while in transit, while being loaded and unloaded, and directing

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traffic at the loading and unloading stations.

2554 "Vehicle Servicing and Maintenance Services" Activities to properly maintain pupil transportation vehicles, including repairing and replacing vehicle parts, cleaning, painting, greasing, and inspecting vehicles for safety. Replacing a vehicle's chassis or body is considered to be equipment and is charged to Capital Outlay.

2559 "Other Pupil Transportation Services" Pupil Transportation Services which cannot be classified under the preceding areas of responsibility.

2560

"Food Services" Those activities concerned with providing food to pupils and staff in a school or LEA. This service area includes the preparation and serving of regular and incidental meals, lunches, or snacks in connection with school activities, and the delivery of food.

2561 "Service Area Direction"

2562 "Food Preparation and Dispensing Services"

2563 "Food Delivery Services"

2569 "Other Food Services" Includes Food Services activities which cannot be classified under the preceding areas of responsibility

2570

"Internal Services" Those activities concerned with buying, storing, and distributing supplies, furniture, and equipment; those activities concerned with internal duplicating and printing for the school system and the pickup and transporting of cash from school facilities to the central administrative office, or bank, for control and/or deposit.

2571 "Service Area Direction"

2572 "Purchasing Services"

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- 2573 "Warehousing and Distributing Services"
- 2574 "Printing, Publishing, and Duplicating Services"
- 2600 "Support Services - Central" Activities, other than general administration, which support each of the other instructional and supporting services programs. These activities include planning, research, development, evaluation, information, staff, statistical, and data processing services.
- 2610 "Direction of Central Support Services" Activities concerned with directing and managing the central support services as a group.
- 2620 "Planning, Research, Development, and Evaluation Services" Those activities, on a systemwide basis, associated with conducting and managing programs of planning, research, development, and evaluation for a school system.
- 2621 "Service Area Direction"
- 2622 "Development Services"
- 2623 "Evaluation Services"
- 2624 "Planning Services"
- 2625 "Research Services"
- 2630 "Information Services" Those activities concerned with writing, editing, and other preparation necessary to disseminate educational and administrative information to pupils, staff, managers, or to the general public through direct mailing, the various news media, or personal contact.
- 2631 "Service Area Direction"
- 2632 "Internal Information Services"

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- 2633 "Public Information Services"
- 2634 "Management Information Services"
- 2640 "Staff Services" Activities generally performed by the LEA personnel office, such as recruiting and placement, staff transfers, inservice training, health services, and staff accounting.
- 2641 "Service Area Direction"
- 2642 "Recruitment and Placement Services" Those activities concerned with employing and assigning personnel for the LEA.
- 2643 "Staff Accounting Services" Services rendered in connection with the systematic recording and summarizing of information relating to staff members employed by the LEA.
- 2644 "Inservice Training Services (for Noninstructional Staff)" The activities developed by the LEA for training of noninstructional personnel in all classifications.
- 2645 "Health Services" Those activities concerned with medical, dental and nurse services provided for school district employees. Included are physical examinations, referrals and emergency care.
- 2660 "Data Processing Services" Activities concerned with preparing data for storage, sorting data, and retrieving them for reproduction as information for management and reporting.
- 2661 "Service Area Direction"
- 2662 "Systems Analysis Services" Activities concerned with the search for an evaluation of alternatives which are relevant to defined objectives. Based on judgment, and, wherever possible, on quantitative methods. Where applicable, they pertain to the development

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of data processing procedures or application to electronic data processing equipment.

2663 "Programming Services" Activities concerned with the preparation of a logical sequence of operations to be performed, either manually or electronically, in solving problems or processing data and the preparation of coded instructions and data for such sequences.

2664 "Operations Services" Activities concerned with scheduling, maintaining, and producing data. These activities include operating data preparation devices and data processing machines.

2665 "Statistical Services" Activities concerned with producing statistical data for reports, for program studies, and for management use.

2669 "Other Data Processing Services" Activities concerned with data processing which are not described above.

2900 "Other Support Services" Activities of any support service or classification of services, general in nature, which cannot be classified in the preceding functions.

3000 "Community Services" Services provided by the LEA for the community as a whole or some segment of the community, such as community recreation programs, civic organization activities, public libraries, programs of custody and child care, welfare services, nonpublic school pupil services, and home/school services.

3100 "Direction of Community Services" Activities concerned with directing and managing community services activities.

3200 "Community Recreation Services" Activities include organizing and supervising playgrounds, swimming pools, and other recreation programs for the community.

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3300 "Civic Services" Services provided in support of civic affairs or organizations including services to parent-teacher association meetings, public forums, lectures, and for civil defense planning.

3400 "Public Library Services" Activities related to the operation of public libraries by an LEA, or the provision of library services to the general public through the school library.

3500 "Custody and Child Care Services" Providing programs for the custodial care of children in residential day schools, or child care centers which are not part of, or directly related to the instructional program, and where the attendance of the children is not included in the attendance figures for the LEA.

3600 "Welfare Activities Services" Providing services for individuals who have been designated as needy by an appropriate governmental entity, including stipends for school attendance, salaries paid to pupils for work performed, whether for the LEA or for an outside concern, and for clothing, food, or other personal needs.

3700 "Nonpublic School Pupils Services" Services to pupils attending a school established by an agency other than the state, subdivision of the state or the federal government, which usually is supported primarily by nonpublic funds. The services include providing instructional services, attendance and social work services, health services, and transportation services for nonpublic school pupils.

3800 "Home/School Services" Services, usually provided in the home, which are designed to provide school readiness training to preschool children and their parents or to help parents provide educational support to their children of school age.

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3900 "Other Community Services" Services provided the community which cannot be classified under the preceding functions.

4000 "Nonprogrammed Charges" All payments to other LEAs.

4100 "Payments to Other Governmental Units (In-State)" Payments to in-state LEAs, generally for tuition, transportation, and all other services rendered to pupils residing in the paying LEA. Where a nonoperating district pays an operating district for the education of pupils, the nonoperating district records such payments here. Flow-through funds - where payment is received by an LEA and a portion is transferred to one or more other LEAs - use with object 720. (Expenditures in this function are not counted in state expenditure totals.)

4110 "Payments for Regular Programs" Payments made to LEAs, generally for tuition, services, and transportation related to regular education programs.

4120 "Payments for Special Education Programs" Payments made to LEAs, generally for tuition, services, and transportation related to special education programs.

4130 "Payments for Adult/Continuing Education Programs" Payments made to LEAs, generally for tuition, services, and transportation related to adult/continuing education programs.

4140 "Payments for Vocational Education Programs" Payments made to LEAs, generally for tuition, services, and transportation related to vocational education programs.

4170 "Payments for Community College Programs" Payments made to community colleges for the cost of tuition or services provided by the college.

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4190 "Other Payments to In-State Governmental Units" Other payments made to in-state governmental units not classified under preceding functions (e.g., payments to Educational Service Centers, Educational Service Regions, and the State Board of Education).

4200 "Payments to Other Governmental Units (State, Out-of-State)" Payments to out-of-state LEAs for services rendered to pupils residing in the paying LEAs, generally for tuition and transportation. Where a governmental unit in one state collects money from a nonoperating district for the education of pupils from the nonoperating district and pays it to an operating district in another state, the nonoperating district records such payments here. (These are not counted in national totals of expenditures.)

5000 "Debt Services" Servicing of the debts of an LEA.

5100 "Debt Services - Interest"

5110 "Tax Anticipation Warrants" Those activities involving interest on anticipation warrants.

5120 "Tax Anticipation Notes" Those activities involving interest on anticipation notes.

5130 "Teachers' Orders" Those activities involving interest on teachers' orders.

5140 "Bonds" Those activities involving interest on bonds.

5150 "Corporate Personal Property Replacement Tax Anticipation Notes" Those activities involving interest on the CPPRT Anticipation Notes.

5160 "State Aid Anticipation Certificates" Those activities involving interest on state aid anticipation certificates.

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- 5190 "Other Interest" Those activities involving interest on other LEA debts.
- 5200 "Debt Services - Bond Principal Retired" Those activities involving the retirement of the bonded indebtedness of the LEA.
- 5300 "Debt Services - Financing Agreement Principal Retired" Those activities involving payment towards the retirement of financial agreements.
- 5900 "Debt Services - Other" Those debt services activities of the LEA not classified above.
- 6000 "Provision for Contingencies" This is not an account for recording entries, but the number would be used in the budget as a means of identifying the amount of the contingency provision.
- 8000 "Other Financing Uses"
- 8100 "Transfers to other Funds" Permanent transfers made from one fund to another fund, as authorized in ~~the~~ the School Code and approved by the LEA board. These transfers are made with no expectation of repayment. All transfers use object 710.
- 8110 "Permanent Transfer of Working Cash Fund" The transfer to the Educational Fund when the Working Cash Fund is abolished as authorized in Section 20-8 of ~~the~~ the School Code.
- 8120 "Permanent Transfer of Interest from Working Cash Fund" The permanent transfer of interest to the Educational; the Operations and Maintenance; and Transportation Funds from the Working Cash Fund as authorized in Section 20-5 of ~~the~~ the School Code.
- 8130 "Permanent Transfer from Educational Fund" The permanent transfer to the Operations and Maintenance Fund of monies in restricted amounts by LEAs meeting certain conditions as authorized in Section 17-2A of ~~the~~ the School Code.

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- 8140 "Permanent Transfer of Interest" Permanent transfer of interest as authorized in Sec. 10-22.44 of ~~the~~ the School Code.
- 8150 "Permanent Transfer from Site and Construction and Capital Improvements Fund" The transfer of bond proceeds remaining in the Site and Construction and Capital Improvements Fund to the Operations and Maintenance Fund after the purposes for which the bonds have been issued have been accomplished and paid in full (Section 10-22.14 of ~~the~~ the School Code).
- 8160 "Permanent Transfer of Excess Accumulated Fire Prevention and Safety Tax Proceeds and Interest Earnings" The transfer of tax proceeds remaining in the Fire Prevention and Safety Fund to the Operations and Maintenance Fund after the purposes for which the taxes were levied have been accomplished and paid in full. (Section 17-2.11 of the School Code.)
- 8170 "Permanent Transfer of Excess Accumulated Fire Prevention and Safety Bond Proceeds and Interest Earnings" The transfer of bond proceeds remaining in the Fire Prevention and Safety Fund to the Bond and Interest Fund after the purposes for which the bonds were issued have been completed and paid in full. (Section 10-22.14 of the School Code.)
- 8190 "Other Uses" Other miscellaneous financing uses that cannot be classified in preceding 8000 account numbers.
- "Object and Subobject"
- Object means the service or commodity obtained as the result of a specific expenditure. There are eight object categories, each of which is further subdivided into subobjects. Following are definitions of the object and subobject categories:
- "Code"
- "Descriptor"

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- 100 "Salaries" Amounts paid to permanent, temporary or substitute employees on the payroll of the LEA. This includes gross salary for personal service rendered while on the payroll of the LEA.
- 110 "Regular Salaries" Full-time, part-time, and prorated portions of the costs for work performed by employees of the LEA who are considered to be in positions of a permanent nature.
- 120 "Temporary Salaries" Full-time, part-time and prorated portions of the costs for work performed by employees of the LEA who are hired on a temporary or substitute basis to perform work in temporary positions.
- 130 "Overtime Salaries" Amounts paid to employees of the LEA in permanent or temporary positions for work performed in addition to the normal work period for which the employee is compensated under Regular Salaries or Temporary Salaries above.
- 200 "Employee Benefits" Amounts paid by the LEA on behalf of employees; these amounts are not included in the gross salary, but are over and above. Such payments are fringe benefits, and while not paid directly to the employees, nevertheless are a part of the cost (to the applicable functional areas). These types of costs are not considered a cost to the board of education function and should not all be charged to one area. These costs apply to the same function number as the cost of the applicable salary.
- 210 "Retirement" Amounts paid by the LEA for employees' retirement.
- 211 "Teachers Retirement" Amounts paid by the LEA to the Illinois Teacher's Retirement System (TRS) for certificated employees.
- 212 "Municipal Retirement" Amounts paid as the employer's share to the Illinois Municipal

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- 213 Retirement Fund (IMRF) for noncertificated employees' retirement.
- "Federal Insurance Contribution Act" Amounts paid as the employer's share for federal insurance contributions for applicable certificated and noncertificated employees' social security. (FICA)
- 214 "Medicare Only" Amounts paid as the employer's share for the Medicare Only contributions for applicable employees (those who do not contribute to FICA but are required by law to contribute the Medicare Only portion of FICA).
- 215 "~~One-time~~ TRS Early Retirement" Amount paid as the employer's portion of the ~~one-time~~ early retirement contribution required by Section 16-133.2, ~~Section 16-133.4, and~~ Section 16-133.5 of ~~the~~ the Illinois Pension Code (Ill. Rev. Stat. 1991, ch. 108 1/2, pars. 16-133.2, 16-133.4, and 16-133.5) (40 ILCS 5/16-133.2, 16-133.4 and 16-133.5). Appropriate salary function is charged, as with other employee benefits.
- 220 "Insurance" Employer's share paid by the LEA.
- 221 "Life Insurance" Employer's share paid by the LEA for life insurance.
- 222 "Medical Insurance" Employer's share paid by the LEA for medical insurance.
- 223 "Dental Insurance" Employer's share paid by the LEA for dental insurance.
- 230 "Tuition Reimbursement" Amount reimbursed by the LEA to any employee qualifying for tuition reimbursement based upon LEA policy.
- 300 "Purchased Services" Amounts paid for personal services rendered by personnel who are not on the payroll of the LEA, and other services which the LEA may purchase. While a product may or may not result from the

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transaction, the primary reason for the purchase is the service provided in order to obtain the desired results.

"Professional and Technical Services" Services which by their nature can be performed only by persons with specialized skills and knowledge.

"Professional Services - Administrative" Services provided in support of various policy-making and managerial activities of the LEA. Included would be management consulting activities oriented to general governance, business and financial management of the LEA, and school management support activities.

"Food - Processing Costs" Services performed by persons or organizations which result in the conversion of donated food(s) into a different food product or the repackaging of donated food(s).

"Professional Services - Instructional" Services provided in support of instructional programs or activities. Included would be counseling and guidance services, library and media support services, curriculum improvement services, and any other contracted services related to the enhancement of the teaching or instructional process.

"Food - Contracted" Services provided by a commercial enterprise or a nonprofit organization to manage any aspect of the school food service.

"Data Processing/Statistical Services" Services performed by persons, organizations or agencies to provide data processing and/or statistical data. This category includes special services for data processing, programming services, analysis, tabulations, or similar work.

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317 "Audit/Financial Services" Services performed by auditors, accountants, or firms providing auditing or financial services to the Board of Education.

318 "Legal Services" Services rendered in connection with providing counseling and legal services to the Board of Education.

319 "Other Professional and Technical Services" Services which are professional and technical in nature which have not been classified above, such as athletic officials and service charges on long-term debt.

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"Property Services" Services purchased to operate, repair, maintain and rent property owned and/or used by the LEA. These services are performed by persons other than LEA employees.

321 "Sanitation Services" Expenditures for services to provide garbage collection, trash removal, and exterminating services.

322 "Cleaning Services" Services purchased to provide cleaning or laundry services and snow removal.

323 "Repairs and Maintenance Services" Expenditures for repairs and maintenance services not provided directly by LEA personnel. This includes contracts and agreements covering the upkeep of grounds, buildings, and equipment. (Costs for new construction, renovating and remodeling are not included here, but are considered under Capital Outlay.)

325 "Rentals" Expenditures for leasing or renting supplies, land, buildings, and equipment for both temporary and long-range use of the LEA. This includes bus and other vehicle rental when operated by the LEA, lease of data processing equipment, lease-purchase arrangements, and similar rental agreements. Costs for single agreements covering equipment as well as operators are

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not included here, but are considered elsewhere under Purchased Services (see Transportation, Printing and Binding, Public Utility Services, Repairs and Maintenance Services).

- 329 "Other Property Services" Property Services purchased which are not classified above.
- 330 "Transportation Services" Expenditures for transporting children to school and official travel of LEA employees.
- 331 "Pupil Transportation" Expenditures to persons or agencies for the purpose of transporting children to school. These include those expenditures to individuals who transport themselves or their own children or to those children for reimbursement of transportation expenses on a public carrier. Expenditures for the rental of buses which are operated by personnel on the LEA payroll are not recorded here; they are recorded under Purchased Services - Rentals.

332 "Travel" Expenditures for transportation, meals, hotel, and other expenses associated with traveling or business for the LEA. Payments for "Per Diem" in lieu of reimbursements for subsistence (room and board) also are charged here.

339 "Other Transportation Services" Transportation services other than those classified above.

340 "Communication" Services provided by persons or businesses to assist in transmitting and receiving messages or information. This category includes telephone and telegraph services as well as postage machine rental and postage.

350 "Advertising" Expenditures for printed or broadcasted announcements in professional periodicals and newspapers or by way of radio and television networks. These expenditures include advertising for such purposes as

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personnel recruitment, legal ads, new and used equipment sales, and sale of other objects. Costs for professional fees for advertising or public relation services are not recorded here but are charged to professional services.

360 "Printing and Binding" Expenditures for job printing and binding, usually according to specifications of the LEA. This includes the design and printing of forms and posters as well as printing and binding of LEA publications. Preprinted standard forms are not charged here, but are recorded under Supplies and Materials.

370 "Water/Sewer Service" Expenditures to a utility company for water and sewage services.

380 "Insurance (Other than employee benefits)" Insurance purchased to protect school board members against loss due to accident or neglect. Expenditures for all types of insurance including liability insurance, property insurance, bond premiums, vehicle insurance, pupil transportation insurance, worker's compensation insurance, and unemployment compensation insurance. (Payments for insurance such as health, life, and dental are employee benefits, and charged under the "200" Objects - Employee Benefits.) Applicable functional areas are charged.

390 "Other Purchased Services" Expenditures for all other purchased services not included above, such as election judges.

400 "Supplies and Materials" Amounts paid for material items of an expendable nature that are consumed, worn out, or deteriorated in use; or items that lose their identity through fabrication or incorporation into different or more complex units or substances.

It should be noted that a more thorough classification of expenditures will be

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achieved by identifying the object with the function; for example, the type of supplies, such as audiovisual supplies or classroom teaching supplies. Should greater detail be desired, the expenditure classification may include subject matter area: mathematics; or a particular supply object can be broken into further subdivisions.

410 "General Supplies" Expenditures for all supplies for the operation of an LEA including workbooks, freight, and cartage.

420 "Textbooks" Expenditures for prescribed books which are purchased for pupils or groups of pupils, and resold or furnished free to them. This category includes the cost of textbook binding or repairs, as well as the net amount of textbooks which are purchased to be resold or rented.

430 "Library Books" Expenditures for regular or incidental purchases of library books available for general use by students, including any reference books, even though such reference books may be used solely in the classroom. Also recorded here are costs of binding or other repairs to school library books. The initial purchase of books for a new school library or any materials accessions involving an expansion of the library are recorded under Capital Outlay.

440 "Periodicals" Expenditures for periodicals and newspapers for general use. A periodical is defined as any publication appearing at regular intervals of less than a year and continuing for an indefinite period.

450 "Warehouse Inventory Adjustment" Expenditures which are the result of a deficit usually found in an audit or count of items held in a store or warehouse inventory. Expenditures for the purchase of these items are generally debited to an Asset account, Inventory of Supplies, and are charged to the proper appropriation as they are requisitioned. Only a loss should be charged

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to this account. If the physical inventory reflects an average surplus in items, the excess is debited to the Asset account; Inventory.

460 "Energy" Expenditures for energy costs, including electricity, gas, oil, coal, gasoline, and other services or supplies related to energy and/or utility costs from a private utility service or public supply company. Included are the transportation costs involved in securing these products or services.

461 "Bottled Gas" Expenditures for bottled gas, such as propane gas received in tanks.

462 "Oil" Expenditures for bulk oil normally used for heating purposes.

463 "Coal" Expenditures for coal normally used for heating purposes.

464 "Gasoline" Expenditures for gasoline purchased in bulk or periodically from a gasoline service station or supplier.

465 "Natural Gas" Expenditures for gas utility services from a private or public utility company.

466 "Electricity" Expenditures for electric services from a private or public utility company.

469 "Other Energy Costs" Other energy supplies and/or utility costs not identified above.

470 "Software" Expenditures for the purchase of computer software supplies.

490 "Other Supplies and Materials" Expenditures for all other Supplies and Materials not included above.

500 "Capital Outlay" Expenditures for the acquisition of fixed assets or additions to fixed assets. They are expenditures for land

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or existing buildings; improvements of grounds; construction of buildings; additions to buildings; remodeling of buildings; initial equipment; additional equipment; and replacement of equipment.

510 "Land" Expenditures for the purchase of land.

520 "Buildings" Expenditures for acquiring buildings and additions, either existing or to be constructed. Included are expenditures for installment or lease payments (except interest) which have a terminal date and result in the acquisition of buildings, except payments to public school housing authorities or similar agencies. Expenditures for major permanent structural alterations and the initial or additional installation of heating and ventilating systems, electrical systems, plumbing systems, fire protection systems, and other service systems in existing buildings are also included.

530 "Improvements Other Than Buildings" Expenditures for the initial and additional improvement of sites and adjacent ways after acquisition by the LEA, consisting of such work as grading, landscaping, seeding, and planting of shrubs and trees; constructing new sidewalks, roadways, retaining walls, sewers and storm drains; installing hydrants; initial surfacing and soil treatment of athletic fields and tennis courts; furnishing and installing for the first time fixed playground apparatus, flagpoles, gateways, fences, and underground storage tanks which are not parts of building service systems; and demolition work. Special assessments against the LEA for capital improvements such as streets, curbs, and drains are also recorded here.

540 "Equipment" Expenditures for the initial, additional, and replacement items of equipment, such as furniture and machinery. In order to differentiate between initial or

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additional equipment purchases and replacement equipment purchases, subaccounts could be established with those titles.

550 "Vehicles" Expenditures for the purchase of conveyances to transport persons or objects.

590 "Other Capital Outlay" Expenditures for all other Capital Outlay not classified above.

600 "Other Objects" Amounts paid for goods and services not otherwise classified above.

610 "Redemption of Principal" Expenditures which are from current funds to retire the principal of bonds.

620 "Interest" Expenditures from current funds for interest on serial bonds, tax anticipation notes, tax anticipation warrants and teachers' orders.

630 "Housing Authority Obligations" A public school housing authority is a public corporation or quasi-public corporation having power to perform one or more of the following functions: issue authority bonds for public school purposes, construct public school buildings, lease public school buildings to local public school administrative units, or transfer titles to such units. All expenditures of this nature are classified in this category.

640 "Dues and Fees" Expenditures for assessments or membership in professional or other organizations or associations.

650 "Judgments" Expenditures from current funds for judgments against the LEA that are not covered by liability insurance, but are of the type that might have been covered by insurance. Amounts paid as the result of a court decision are recorded here, and charged to the board function. (Judgments against the LEA resulting from failure to pay bills or debt service are recorded under the appropriate expenditure accounts as though

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the bills or debt service had been paid when due.)

690 "Miscellaneous Objects" Other objects which cannot be classified elsewhere. Included are taxes on real estate owned by the LEA.

700 "Transfers" This object category does not represent a purchase; rather, it shows that funds have been transferred in some manner. Included here are transactions for moving money from one fund to another and for transmitting flow-through funds to another LEA.

710 "Fund Modifications" This category represents transactions of conveying money from one fund to another.

720 "Transits" This category represents flow-through funds that one LEA receives as a part of a specific grant and then transfers to one or more other LEAs.

800 "Tuition" Expenditures to reimburse other educational agencies for services rendered to students residing within the legal boundaries described for the paying LEA. Payments to private educational facilities should be charged to the appropriate instructional function; payments to other public LEAs shall be charged to the appropriate function within the 4000 series of function numbers.

"Job Classification Activity"

The job classification activity dimension can be used to further define salary object numbers, but should not be used with any of the other object numbers. This classification code can be adapted to each LEA's needs, depending upon its size and internal reporting needs. A very large district with many job classifications may need to use the total three-digit number. The one-digit job classification numbers, shown below, can be used in conjunction with appropriate object numbers by changing the last digit of each salary object code (the zero) to the number needed to signify the correct job classification. Examples: #111=A regular Administrative Salary; #115=A regular Clerical Salary; and #125=A temporary Clerical Salary.

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"Code"

1 "Descriptor"

"Official/Administrative" Assignments comprising the various skill levels required to perform management activities, such as developing broad policies for the LEA and executing these policies through direction of staff members at all levels of the LEA. Those activities performed directly for policymakers are also included here. This classification includes the districtwide administrators and Board of Education members.

101 "Administrative Assistant Assignment"

102 "Administrative Intern Assignment"

103 "Assistant Deputy/Associate Superintendent Assignment"

104 "Assistant Principal Assignment"

105 "Board of Education Member Assignment"

106 "Foreman Assignment"

107 "Ombudsman Assignment"

108 "Principal Assignment"

109 "Superintendent Assignment"

110 "Supervising/Managing/Directing Assignment"

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"Professional-Educational" Assignments requiring a high degree of knowledge and teaching skills acquired through at least a baccalaureate degree (or its equivalent obtained through special study and/or experience), including skills in the field of education or educational psychology. Included are teachers, remedial specialists, curriculum specialists, counselors and library/media specialists.

201 "Curriculum Specialist Assignment"

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- 202 "Counseling Assignment"
- 203 "Librarian/Media Assignment"
- 204 "Remedial Specialist Assignment"
- 205 "Teaching Assignment"
- 3 "Professional-Other" Assignments requiring a high degree of knowledge and skills acquired through at least a baccalaureate degree (or its equivalent obtained through special study and/or experience), but not requiring skills in the field of education. This classification includes nurses, social workers, psychologists, architects, lawyers, physicians and accountants.
- 301 "Accounting Assignment"
- 302 "Analyst Assignment"
- 303 "Architect or Engineer Assignment"
- 304 "Audiologist Assignment"
- 305 "Auditing Assignment"
- 306 "Dentist Assignment"
- 307 "Dietitian/Nutritionist Assignment"
- 308 "Editing Assignment"
- 309 "Evaluating Assignment"
- 310 "Legal Assignment"
- 311 "Negotiating Assignment"
- 312 "Ophthalmologist Assignment"
- 313 "Optometrist Assignment"
- 314 "Personnel Assignment"
- 315 "Physician Assignment"

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- 316 "Planning Assignment"
- 317 "Psychiatrist Assignment"
- 318 "Psychologist Assignment"
- 319 "Public/Community Relations Assignment"
- 320 "Registered Nursing Assignment"
- 321 "Registrar Assignment"
- 322 "Research and Development Assignment"
- 323 "Social Work Assignment"
- 324 "Statistician Assignment"
- 325 "Therapist Assignment"
- 4 "Technical" Assignments requiring a combination of basic scientific knowledge and manual skills which can be obtained through approximately two years of post high school education, such as is offered in junior/community colleges and technical institutes, or through equivalent special study and/or on-the-job training. This classification includes interns, aides, computer operators and practical nurses.
- 401 "Audiometrist Assignment"
- 402 "Computer Operating Assignment"
- 403 "Dental Hygienist Assignment"
- 404 "Graphic Arts Assignment"
- 405 "Inspector Assignment"
- 406 "Practical Nursing Assignment"
- 407 "Programming Assignment"
- 408 "Psychometrist Assignment"

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- 409 "Purchasing Agent Assignment"
- 410 "Student-Teaching Assignment"
- 411 "Teaching Aide Assignment"
- 412 "Teaching Intern Assignment"
- 5 "Office/Clerical" Assignments to perform the activities of preparing, transferring, transcribing, systematizing, or preserving communications, records, and transactions, regardless of the level of skills required, where the activities are predominantly non-manual.
- 501 "Bookkeeping Assignment"
- 502 "Clerical Assignment"
- 503 "Messenger Assignment"
- 504 "Records Managing Assignment"
- 6 "Craft and Trades" Assignments requiring a relatively high level of manual skill (usually acquired through an extensive period of training) as well as requiring considerable judgment and a comprehensive knowledge of the processes involved in the work.
- 601 "Carpenter Assignment"
- 602 "Electrician Assignment"
- 603 "General Maintenance Assignment"
- 604 "Masonry Assignment"
- 605 "Mechanic Assignment"
- 606 "Painting Assignment"
- 607 "Plastering Assignment"
- 608 "Plumbing Assignment"

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- 7 "Operative" Assignments requiring an intermediate level of manual skill (which can be mastered in a few weeks of training) necessary to perform machine operating activities, such as bus driver or truck driver.
- 702 "Dispatching Assignment"
- 703 "Vehicle Operating Assignment"
- 8 "Laborer" Assignments which generally require no special training. The one fairly common laborer assignment associated with an LEA is groundskeeping; others may be added by the local administrator if needed by a particular LEA.
- 801 "Groundskeeping Assignment"
- 9 "Service Work" Assignments, regardless of level of difficulty, which relate to protective and nonprotective supportive services. The list may be expanded as necessary at the discretion of the local administrator.
- 901 "Attendance Officer Assignment"
- 902 "Custodian Assignment"
- 903 "Elevator Operating Assignment"
- 904 "Food Service Assignment"
- 905 "Guard/Watchman Assignment"
- 906 "Monitoring Assignment"
- 907 "Stores Handling Assignment"
- "Term"

Term is a division of the school year (the 12-month period of time denoting the beginning or ending dates for school accounting purposes) which may be divided into regular and summer terms, semesters, trimesters, or quarters. For purposes of this Manual, it is suggested that the following terms be used.

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- "Code"
- 1 "Descriptor"
- "Fall Term Day" This is a division which usually begins in August or September and ends in December or January and pupils attend the day sessions.
- 2 "Fall Term Evening" This is the same as the term above except pupils attend the evening sessions.
- 3 "Winter Term Day" This is a division which usually begins in November or December and pupils attend the day sessions.
- 4 "Winter Term Evening" This is the same as the term above except pupils attend the evening session.
- 5 "Spring Term Day" This is a division which usually begins in January or February and ends in May or June and pupils attend the day sessions.
- 6 "Spring Term Evening" This is the same as the term above except pupils attend the evening session.
- 7 "Summer Term Day" This is a division which usually begins in June and ends in August and pupils attend the day sessions.
- 8 "Summer Term Evening" This is the same as the term above except pupils attend the evening session.
- "Subject Matter Area"
- Subject Matter Area is a group of closely related subjects. These codes permit the accumulation of costs associated with particular subjects. Additional categories can be added by the LEA if needed.
- "Code"

"Descriptor"

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- 01 "Agriculture" Programs include: agricultural production; agricultural supplies/services; agricultural mechanics; agricultural products; ornamental horticulture; processing, management, marketing, and services; other agriculture areas (vocational program).
- 02 "Art" Courses including art history and theory and art instruction. Activities primarily involve visual, tactile and kinesthetic expression.
- 03 "Business" Courses including accounting; bookkeeping; budget control; business arithmetic or mathematics; business communications; business ethics; business finance; business law; business machines; business psychology; business statistics; office work experience; clerical practice; consumer education; credit and collections; economics; economic geography; exploratory business; filing and record control; general business or introduction to business; insurance and risk; investments; business and management principles; marketing; office practice; personal development and human relations; personal finance; real estate; retailing; selling principles; shorthand, stenographic, and secretarial; typewriting; other business areas.
- 04 "Marketing and Distribution" Program includes: marketing and distribution courses related to apparel and accessories business and personal service; marketing programs; financial services; floristry, farm and garden supplies; food marketing programs; industrial; retailing programs; general marketing programs; home furnishings and office products; hardware; hospitality and recreation; insurance marketing programs; transportation and travel; vehicles and petroleum; and marketing cooperative education programs (vocational program).

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- 05 "English Language Arts" Courses including language skills; linguistics; literature; composition; speech; dramatic arts.
- 06 "Foreign (or Second) Languages" Courses including classical languages; modern foreign languages; humanities.
- 07 "Health Occupations Education" Program includes: dental; medical laboratory technology; nursing; radiology; ophthalmic, occupational therapy, respiratory therapy; rehabilitation; physical therapy and other related health occupations (vocational program).
- 08 "Health and Safety in Daily Living" Courses in health and safety in daily living designed to promote development in the areas of personal and public health and safety.
- 09 "Home Economics" Courses include: food and nutrition; child development; clothing and textiles; living environments; parenting; adult living; resource management; food service management; day care occupations; fashion/fabric coordination (vocational program).
- 10 "Industrial Arts" Courses including construction; crafts (industrial); drafting; electricity/electronics; elementary school industrial arts; general industrial arts; graphic arts; home mechanics; industrial arts mathematics; industrial arts science (applied chemistry); industrial arts science (applied physics); industrial materials and processes; manufacturing; metals; plastics; power/automotive mechanics; research and development; service industries; woods; other industrial arts.
- 11 "Mathematics" Courses including elementary school mathematics; mathematics for seventh and eighth grades; algebra; algebra and trigonometry (integrated); applied mathematics; calculus; calculus with analytic geometry; computer mathematics; elementary

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- functions; first-year college mathematics for elementary school teachers; general mathematics for elementary school teachers; general mathematics; geometry; introduction to analysis; liberal arts mathematics; probability and statistics; trigonometry; other mathematics.
- 12 "Music" Courses including music (general education); music literature and/or history; music theory; vocal music; instrumental music; rhythm and body movement; humanities, other music.
- 13 "Natural Sciences" Courses including general science (including elementary school science); biological sciences; physical sciences; earth-space sciences.
- 14 "Business and Office" Courses include: accounting, bookkeeping, and related programs; business computer and console operation; business data entry equipment operation; business data programming; legal secretarial; medical secretarial; secretarial; word processing; general office clerk/information specialist; business and office cooperative education (vocational program).
- 15 "Social Sciences" Courses including anthropology; area studies, citizenship education; economics; geography; history; humanities; philosophy; political science; psychology; and sociology.
- 16 "Construction Trades" Programs include: brick, block, and stonemasonry; carpentry; residential/commercial electrician; electrician; lineworker; building maintenance and custodial service; drywall installation; painting and decorating; plumbing, pipefitting, and steamfitting; construction and building trades (vocational program).
- 17 "Mechanics and Repairers" Program includes: business machine repair; communication electronics; computer electronics maintenance

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and repair; industrial electronics; major appliance repair; motor repair; small appliance repair; heating, air conditioning, and refrigeration mechanics; heavy equipment maintenance and repair; industrial machinery maintenance and repair; operation, maintenance, and repair of audio-visual equipment; watch repair; instrument repair; stationary energy sources; vehicle and mobile equipment mechanics and repairers; aircraft mechanics; automotive body repair; automotive mechanics; diesel engine mechanics; small engine repair (vocational program).

18 "Precision Production" Program includes: drafting, general; graphic & printing communication; commercial art, commercial photography; lithography, photography, and platemaking; printing press operations, silk screen making and printing; upholstering; precision metal work; foundry work, machine tool operation/machine shop; sheet metal; tool and die making; welding, brazing, and soldering; plastics; millwork and cabinet making (vocational program).

19 "Differentialized Curriculum for Handicapped Pupils" Courses including communication skills; interpersonal and behavioral coping skills; motor skills; perceptual skills; and other differentialized curriculum for handicapped pupils.

20 "Environmental Design" Program includes: interior design (vocational program).

21 "Driver Education" Courses in driver education.

22 "Communication Technologies" Programs include: radio and television production and broadcasting technology (vocational program).

23 "Consumer, Personal, and Miscellaneous Services" Programs include: barbering; cosmetology (vocational program).

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24 "Engineering and Engineering-Related Technologies" Programs include: environmental control; quality control technology (vocational program).

25 "Protective Services" Programs include: public service occupations; firefighting (vocational program).

26 "Transportation and Material Moving" Programs include: airplane piloting and navigation; mining equipment operation (vocational program).

27 "Business and Management" Program includes: real estate and small business management (vocational program).

28 "Communications" Program includes: advertising (vocational program).

29 "Renewable Natural Resources" Programs that prepare individuals for activities involving the conservation and/or improvement of natural resources such as air, soil, water, land, fish, and wildlife for economic and recreational purposes (vocational program).

30 "Interscholastic Activities" Those extracurricular activities which supplement the regular instructional program such as athletics, band, chorus, and speech.

40 "Junior ROTC" Activities organized into programs of instruction to provide opportunities for students to prepare for and achieve career objectives in selected branches of the military service.

50 "Physical Education" Activities designed to develop physical and mental growth and fitness of individuals. Emphasis is placed on improving the muscles, motor skills, attitudes and habits of conduct.

60 "Special Programs" Vocational orientation course for special education students in a

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nonmainstreamed environment (vocational program).

61 "Computers" Activities or programs that provide regular instruction in any areas of data processing and/or computer operations.

70 "Cocurricular Activities" Courses including academic cocurricular activities; music cocurricular activities; school and/or public service cocurricular activities; social cocurricular activities.

"Programs "

This dimension lacks the rigidity and definition found in other dimensions. This is purposeful for it is recognized that it would be impossible to categorize in advance all cost combinations an LEA might want to accumulate in order to attain certain objectives. Program may be defined as a group of interdependent, closely related services and/or activities progressing toward or contributing to a common objective or set of allied objectives.

(Source: Amended at ___ Ill. Reg. ____, effective

MAR 22 1994)

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

- 1) Heading of Part: Data Collection
- 2) Code Citation: 77 Ill. Adm. Code 2510
- 3) Section Numbers: Adopted Action:
2510.50 Amendment
2510.55 Amendment
2510.70 Amendment
2510 Appendix B Amendment
2510 Appendix C Amendment
2510 Appendix D Added
2510 Appendix E Added
- 4) Statutory Authority: Section 2-3 of Article II and Section 4-2 of Article IV of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, pars. 6502-3 and 6504-2)(20 ILCS 2215/23)
- 5) Effective Date of Amendments: MAR 21 1994
- 6) Does this rulemaking contain an automatic repeal date? No.
- 7) Does this amendment contain incorporations by reference? No.
- 8) Date Filed in the Agency's Principal Office: October 25, 1993
- 9) Notice(s) of Proposal Published in Illinois Register: November 5, 1993
- 10) Has JCAR issued a Statement of Objections to this(these) rule(s)? No.
- 11) Difference(s) between proposal and final version: None.
- 12) Have all changes agreed to upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? N/A
- 13) Will this rule replace an emergency rule currently in effect? Yes.
- 14) Are there any other proposed amendments pending on this part? No.

The full text of the Adopted Amendment(s) begins on the next page.

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TITLE 77: PUBLIC HEALTH

CHAPTER XI: ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

PART 2510

DATA COLLECTION

Section	Purpose
2510.10	Outside Contractor
2510.20	Collection and Submission of Hospital Financial Data
2510.30	Submission of Medicare Cost Reports
2510.40	Collection of Information on Uniform Billing Form
2510.50	Report of Inpatient Discharges
2510.55	Quarterly Reports
2510.60	Special Studies and Analysis
2510.70	Confidentiality
2510.80	Hospital Review
2510.90	

APPENDIX A Illinois Health Care Cost Containment Council Annual Financial

Data Report

APPENDIX B UB-92 Magnetic Media Record Format

APPENDIX C UB-92 Uniform Bill Data Fields

APPENDIX D UB-92 Magnetic Media Record Format Hospital Transmittal-For

UB-92 Discharge Data (Repeated)

APPENDIX E UB-92 Uniform Bill Data Fields

AUTHORITY: Implementing Article IV and authorized by Section 2-3 of Article II of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, pars. 6504-1 et seq. and par. 6502-3) [20 ILCS 2215/Art. 4 and 4/2-3].

SOURCE: Adopted and codified at 9 Ill. Reg. 12726, effective August 5, 1985; amended at 10 Ill. Reg. 18790, effective October 17, 1986; amended at 11 Ill. Reg. 1574, effective January 2, 1987; amended at 12 Ill. Reg. 6102, effective March 21, 1988; amended at 13 Ill. Reg. 334, effective December 30, 1988; amended at 14 Ill. Reg. 2078, effective January 19, 1990; amended at 16 Ill. Reg. 8980, effective June 3, 1992; emergency amendment at 16 Ill. Reg. 19210, effective November 25, 1992, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 2031, effective January 29, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 9700, effective June 10, 1993; amended at 17 Ill. Reg. 9896, effective June 10, 1993; emergency amendment at 17 Ill. Reg. 14112, effective August 10, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. _____, effective MAR 21 1994.

Section 2510.50 Collection of Information on Uniform Billing Form

- a) Adoption of Uniform Billing Form UB-92/HCFA 1450
- Effective January 1, 1985, all hospitals shall adopt a uniform system for submitting patient charges for payment from public and private payors. This system shall be based upon the adoption of the Uniform Hospital Billing Form Uniform Billing 92/Health Care Financing

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Administration 1450 (UB-92/HCFA 1450) ("UB-92") hereinafter developed by the National Uniform Billing Committee. Section 4-2 of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 6504-2) [20 ILCS 2215/4-2].

AGENCY NOTE: For purposes of this Part, the terms Uniform Billing Form, Uniform Billing, and Uniform Bills each refer to the Uniform Hospital Billing Form UB-92/HCFA 1450, UB-92/HCFA 1450 and any successor forms hereinafter developed by the National Uniform Billing Committee.

- b) Acceptance of UB-92 Uniform Billing Form
- Effective January 1, 1985, The Department of Insurance shall require all third-party payors, including but not limited to, licensed insurers, medical and hospital service corporations, health maintenance organizations, and self-funded employee health plans, to accept the Uniform Hospital Billing Form UB-92, without attachment; provided, however, nothing in this Chapter shall prevent all such third-party payors from requiring additional information, including but not limited to itemized bills, necessary to determine eligibility for benefits or liability for reimbursement for services provided. The Illinois Department of Public Aid shall not be required to accept the Uniform Hospital Billing Form UB-92 prior to October 1, 1985. Section 4-2 of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 6504-2) [20 ILCS 2215/4-2].

AGENCY NOTE: Effective 1 October 1993, Hospitals may file Uniform Billing information with the Council consistent with either the UB-92 or UB-92 formats. Effective 1 January, 1994, Hospitals must file Uniform Billing information with the Council consistent with the UB-92 format.

- c) Filing of UB-92 Uniform Billing information with the Council
- Extracts of UB-92 Uniform Bills for inpatient services shall be prepared by hospitals according to the following regulations.

- 1) All hospitals may file UB-92 Uniform Billing discharge data with the Council for discharges occurring during the first calendar quarter of 1985 on hard copy. Subsequent to that period, only hospitals not having data processing equipment capable of producing data in one of the acceptable magnetic formats specified in subsection (c)(2) below shall file hard copy UB-92 Uniform Billing information with the Council. Such information shall be filed with the Council on a UB-92 Uniform Billing Form or a facsimile of UB-92 a Uniform Billing Form with the confidential fields specified in subsection (e) below deleted.

2) Data Submission Standards

- A) After the first quarter of 1985, UB-92 Uniform Billing data extracts shall be submitted in a magnetic format. Acceptable magnetic and electronic formats for submission of data will be determined by the Council. The Council shall make no changes to the media-acceptable standards without a minimum of 30 days notification to the affected hospitals except where errors or omissions in published standards and

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procedures make impossible the submission of data by the means described in the published standard. In such cases, the Council may immediately publish changes and immediately put them into effect.

- B) Until 1 January 1994, the data shall ~~may~~ be submitted in records formatted as indicated in Appendix B of this Part. Physical and logical descriptions of the media, blocks and records shall be as defined and modified by the Council from time to time.

i) Beginning 1 October 1993, the data may be submitted in records formatted as indicated in Appendix D of this Part. Physical and logical descriptions of the media, blocks and records shall be as defined and modified by the Council from time to time.

ii) Effective 1 January 1994, the data shall be submitted in records formatted as indicated in Appendix D of this Part. Physical and logical descriptions of the media, blocks and records shall be as defined and modified by the Council from time to time.

- C) Revisions of data originally filed on a magnetic or electronic format must be filed on a magnetic or electronic format reporting the entire logical record for each record changed.

D) For each patient, the data elements described in subsection (d) below form a record as described in the Appendices of this Part. ~~of 572 characters--Each record must be prepared as--a magnetic or electronic record in the format described in Appendix B of this Part--~~

- E) All claims transactions submitted to the Council must be covered by one or more properly completed Transmittal Forms as defined by the Council. The form shall contain at least the following information:

i) Submitter Information
Information about the hospital name and address, hospital ID number, contact name and phone number, and other information as may be useful in identifying the submission and contacting other parties responsible for resolving errors;

ii) Batch/Record Identification
Information regarding the means or media of submission, indication of date submitted, and other information required by the Council to process the submission;

iii) Actual Number of Discharges
Information regarding the number of discharges occurring at the reporting hospital during a given month. The form shall be prepared and registered as required by Public Act 80-1338 as amended November 27, 1995. The Council may change the format and content

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of the form from time to time within limits which do not impair consistency with the content enumerated above, but in no case shall reject submissions using an obsolete form without at least 30 calendar days notice to the affected hospitals.

- F) The Council may allow for the submission of claims data by Electronic Data Interchange as an optional data submission mechanism for hospitals who are equipped to participate. Using record formats as defined elsewhere in this rule and providing for transmittals to be received either physically or by facsimile, the Council may, as budget permits, identify and publish standards for compression, telecommunications rates and protocols, sign-on, file transfer and other EDI-related methodologies using such a method and applying such standards to allow hospitals and their agents to submit HB-92 Uniform Billing data over telephone lines and through commercial bulletin board services as determined feasible and desirable by the Council. The Council shall develop such standards with regard to the capabilities of hospitals to use the optional method, and such capability is to be determined by a census taken prior to the implementation of any such submission mechanism. The Council shall make no changes to the EDI-related standards without a minimum of 30 days notification to the affected hospitals except where errors or omissions in published standards and procedures make impossible the submission of data by the means described in the published standard. In such cases, the Council may immediately publish changes and immediately put them into effect.

- 3) For quarters ending before July 1, 1992, hospitals shall file complete HB-92 Uniform Billing data for ninety five percent (95%) of all discharges within sixty (60) calendar days of the last day of the calendar month in which the patient was discharged or died. The complete HB-92 Uniform Billing data for the remaining five percent (5%) of all discharges must be filed within one hundred eighty (180) calendar days of the last day of the calendar month in which the patient was discharged or died. Hospitals will be allowed twenty (20) calendar days to correct any HB-92 Uniform Billing data submission errors identified by the Council. For quarters beginning July 1, 1992, hospitals shall file complete HB-92 Uniform Billing data for ninety five percent (95%) of all discharges within sixty (60) calendar days of the last day of the calendar month in which the patient was discharged or died. The complete HB-92 Uniform Billing data for the remaining five percent (5%) of all discharges must be filed within ninety (90) calendar days of the last day of the calendar month in which the patient was discharged or died. Hospitals will be allowed twenty (20) calendar days to correct any HB-92

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- d) Uniform Billing data submission errors identified by the Council. Hospitals will not be required to file UB-02 Uniform Billing information on patients for whom a bill is generated exclusively for the Illinois Department of Public Aid until October 1, 1985. The Illinois Department of Public Aid shall report to the Council the data listed in subsection (d) below for the discharges occurring during the period January 1, 1985, through September 30, 1985.

e) Required UB-02 Uniform Billing Data
The Council, in cooperation with the State Departments of Public Aid, Insurance, and Public Health, shall establish a system for the collection of the following information from hospitals utilizing the raw data available on the uniform-hospital-billing-form-UB-02 hospital Uniform Billing Form. Such data determined as necessary by the Council shall be filed for every discharge regardless of payor and shall include the UB-02 Uniform Billing data fields coded according to the Council's requirements as found in Appendix-C the Appendices of this Part.

f) Confidential UB-02 Uniform Billing Data
The following UB-02 Uniform Billing data fields have been determined to be confidential by the Council and may not under any circumstances be filed with the Council:

Field	Subfield	Description
10	n/a	Patient's Name
11	n/a	Patient's Address (except zip code)
34	n/a	Responsible Party Name and Address
65	n/a	Insured's Name
60	n/a	Insured's Certificate Number, Social Security Number, Health Insurance, Identification Number
74	n/a	Employee Identification Number
94		Remarks.

g) Hospital Identification Number
The Medicaid identification number assigned by the Medical Assistance Program of the Illinois Department of Public Aid is the required hospital identification number and shall be recorded in field # 5 on all UB-02 Uniform Billing records filed with the Council. Hospitals not participating in the Medical Assistance Program shall immediately request a number be assigned by the Council. The request shall be made to the Executive Director.

h) Self Administered Insurance Plan Identification Number
Self administered insurance plans and health and welfare funds may request an identification number from the Council. The request shall be made to the Executive Director. The identification number must be obtained and used if the plan or fund desires to obtain reports on its members from the Council.

i) Small Hospital Exemption

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The Council shall exempt hospitals with fewer than fifty (50) beds licensed under the Hospital Licensing Act (Ill. Rev. Stat. 1991, ch. 111 1/2, pars. 142 et seq.) [210 ILCS 85/1 et seq.], from the filing of UB-02 Uniform Billing data with the Council if the Council finds that compliance would impose undue economic hardship on the hospital and if the Council determines that the data from these hospitals are not essential to its data base and its concomitant health care cost comparison efforts. In determining whether compliance will constitute an undue economic hardship the Council will consider the cost to the hospital, both in relation to initial costs to obtain the capability to generate data in this format, and the routine cost of generating such data compared to the ability of the hospital to absorb the added cost of such production. Hospitals with less than fifty (50) beds licensed under the Hospital Licensing Act anticipating compliance to impose an undue economic hardship may file with the Council a request for an exemption. Such request must document the undue economic hardship.

j) Sample Size

Hospitals shall file the required UB-02 Uniform Billing data specified in this Part for each discharge.

k) Payment for Submission of UB-02 Uniform Billing Data

Beginning with the payment to be made after July 1, 1993, for hospital discharges occurring between July 1, 1992 and December 31, 1992, and payments thereafter, each hospital that has submitted ninety-five percent (95%) correct of all discharges shall be reimbursed at a semi-annual rate of \$420.00. In the event that appropriations for the line item are inadequate, the payments will be reduced proportionately. Hospitals that do not meet the threshold percentage of correct discharges shall not be reimbursed.

(Source: Amended at 10 Ill. Reg. _____, effective _____, **MAR 21 1994**)

Section 2510.55 Report of Inpatient Discharges

a) Effective within thirty (30) days of the effective date of this Section, each hospital shall provide, in writing to the Executive Director, a list by calendar month of the total number of hospital inpatient discharges including new born discharges for the calendar months of April, 1985 through December, 1986 (in the case of multiple births, each child is counted as a discharge).

b) Effective with the filing of UB-02 Uniform Billing discharge data on or after the effective date of this Section each hospital shall be required to file with each submission of data, the transmittal form as defined by the Council pursuant to the authority given in Section 2510.50 (c)(2)(E)(i), (ii), and (iii).

c) Effective beginning with calendar month January, 1989, each hospital shall within 30 calendar days following the last day of a calendar month, submit the actual total number of hospital inpatient discharges

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for that calendar month as defined by the Council pursuant to the authority given in Section 2510.50(c)(2)(E)(i), (ii), and (iii).

- d) A hospital may submit the actual number of hospital inpatient discharges either in conjunction with or separately from the submission of HB-82 Uniform Billing discharge data as defined by the Council pursuant to the authority in Section 2510.50 (c)(2)(E) (i), (ii), and (iii).

- e) All filings required in subsections (a) through (d) above shall be sent to:

Illinois Health Care Cost Containment Council
Attention: Field Operations
4500 South Sixth Street Road, Suite 215
Springfield, Illinois 62703-5118

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 21 1994)

Section 2510.70 Special Studies and Analysis

- a) In addition to the quarterly reports, the Council shall respond to requests by agencies of government and organizations in the private sector for special studies and analysis (hereafter referred to as a "compilation of data") collected pursuant to Sections 2510.30 and 2510.50 of this Part. No such requests shall be accepted by the Council prior to October 1, 1985.

- b) For purposes of this Part, a compilation of data is defined as a magnetic tape or diskette containing selected non-confidential data elements, a hard copy report or both.

- c) The Council shall not release any information for special studies and analysis which is not permitted to be released for other purposes by the Act. No patient identifiable information shall be released. No hospital specific financial information shall be released except as provided in Section 2510.30 of this Part. Only the HB-82 information which can be released under the requirements of the Act shall be released. Special studies and analysis shall not be subject to The Freedom of Information Act.

- d) All requests for compilations of data shall be made in writing to the Executive Director. The written request shall at least contain the name, address, and telephone number of the requester; a description of the requested compilation of data; a short, plain statement of the reason for the request; and the relationship of the requested compilation to a legitimate purpose. A "legitimate purpose" is a purpose consistent with the intent, policies, and purposes of the Act.

- e) The Council shall review each request for a compilation of data and determine whether to approve or deny the request. The Council shall notify the public of requests made for compilations by listing the requester, and providing a short description of the request on its official meeting agenda. Such requests shall be approved only by the vote of a majority of the members of the Council who shall designate

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the form in which the information shall be made available. The approval or denial by the Council of requests for compilations of data shall be within the discretion of the Council. The Council may deny a request for a compilation of data for reasons including, but not limited to, unavailability of data; the requested compilation of data is already available from the Council or another source; the requested compilation of data would endanger patient confidentiality; or the request is not related to a legitimate purpose. No person or group may request such compilation of data concerning another person or group.

- f) The Council shall notify the requester in writing of its decision. Denial of a request shall include a brief explanation of the reason for the denial.

- g) The Council shall also determine a fee to be charged to the requesting entity which will cover at a minimum the direct and indirect costs of acquiring the information and of developing and producing the data product reports or special analyses. The Council shall establish prices by rule for each category of purchasers for each product and for the various terms under which such purchasers may wish to acquire products.

1) Definition of Terms

A) Public Release Product

Products which the Council has determined may be released by staff without specific Council action on each order are referred to as Public Release Data Products. These products are said to be "ordered" by the customer.

B) Controlled Release Product

Products which the Council has determined may not be released by staff without specific Council action on each order are to be referred to as Controlled Release Data Products. These products are said to be "applied for" by the customer.

- C) Data Products are to be made available in units covering a time period to which the data are applicable. Orders, applications, prices and release conditions shall be specific to the unit of product concerned. Unit or product for Public Dataset, Universal Dataset, and Research Oriented Dataset shall be calendar quarter. Unit of product for the Patient Origin Dataset shall be calendar year.

D) Purchase

Data Products may be acquired for the single purpose and for the sole use of the ordering or applying entity. The Council filling an order or granting an application to a given entity shall be construed as giving permission for use only for the unit of product requested and, in the case of Controlled Release products, only for the purposes originally applied for. In granting such approval, the Council shall not be construed as giving permission for the ordering or applying entity to use the data released on

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behalf of any client, member, organization or other entity not specified in the original order or application.

- E) Licensure
- The Council may grant applications from corporations, vendors, or other organizations who wish to be licensed to acquire Council data and to release the information therein or derived therefrom to third parties. In the case of such licensure, the Council will grant explicit right to re-release excluded in the provisions for Purchase, above. Licenses will be granted for specific purposes and classes of potential customers of the customer. Granting of a license for one purpose or one class of licensee shall not be construed as permission to release information to any other class of customer or for any other purpose. Licensees shall bear the burden of reasonable costs for the auditing of their accounts by the State or its agent for the purpose of ascertaining whether the terms of the license have been complied with.

2) Council Data Product Categories

- A) Public Release Products
- For the purposes of this Part, the Public DataSet, Patient Origin DataSet, and Custom Reports or DataSets based upon them are to be regarded as Public Release Products.

- B) Controlled Release Products

For the purposes of this Part, the Universal DataSet, Research Oriented DataSet, and Custom Reports or DataSets based upon them are to be regarded as Controlled Release Products.

3) Categories of Purchasers/Licensees and the Terms of Payment

- A) Category I: Private and For-Profit Organizations
- Corporations, associations, coalitions, and other entities which are not chartered by the State or Federal governments to fulfill general or specific government functions and which function in whole or in part for the benefit of the owners, members, or sponsors of the corporation or organization shall fall into this category. Such purchasers and applicants shall pay the full price set by the Council for the unit of product concerned.

- B) Category II: Illinois General Assembly and the Executive Office of the Governor

In consideration of the public information mandate of the Council and the contribution of the General Revenue Fund to the activities of the Council, this category of purchaser shall receive Council reports and data products free of charge.

- C) Category III: Illinois Government and Education
- Other units of Illinois State, county, and local government, as well as State-run educational institutions, shall be deemed to fall into this category. They shall be granted a

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50% (fifty percent) discount from the rate made above for Category I customers. Exceptions to this policy may be made when there is a working agreement between the Council and a requesting entity. When such an agreement is in effect, it shall govern the charge which shall be made to the requesting entity.

- D) Category IV: Other Government, Education, and Non-Profit Organizations
- The Federal government, governments of state and other political subdivisions outside of the State of Illinois, private educational institutions, and non-profit corporations shall be deemed to fall into this category. They shall be granted a 25% (twenty five percent) discount from the rate made above for Category I customers. Non-profit corporations which purchase or license:

- (i) on behalf, either in whole or in part, or
 - (ii) for the substantial benefit,
- of for-profit entities shall not be deemed to be included in this category. Rather, such entities will be included in Category I. Exceptions to this policy may be made when there is a working agreement between the Council and a requesting entity. When such an agreement is in effect, it shall govern the charge which shall be made to the requesting entity.

- E) Category V: Hospital Data Requests
- Illinois hospitals requesting access to final edited claims information from the Council, for purposes other than the hospital review process as required by Statute, Rule, and agreement, may purchase this data from the Council. Prices for hospitals for other products shall be as put forth for Category I, except in cases in which other agreements may be in place.

The Council, acting upon the evidence presented, shall determine the category in which any given customer shall be placed.

4) Volume Discounts

The Council shall provide for a 25% discount if a total of 4 quarters are ordered or applied for in the case of products for which the unit of product is a calendar quarter.

5) Category I Prices

Subject to discounts as set forth in subsections (g)(3) and (g)(4) above, customers shall pay all or part of the Class I fees set forth in the table below.

Product

Category I Price

Public DataSet (Tape)

\$1,500/quarter

Public DataSet (Diskette/Region)

\$750/Region

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Universal DataSet	\$2,000/quarter
Research Oriented DataSet	\$3,000/quarter
Patient Origin DataSet	\$1,500/calendar year
Hospital Data Requests	\$500/quarter
Custom Reports and DataSets	
Subset Fee	\$500/subset of 5,000 records
Summary Report	\$100/report
Detail Report	\$250/report
DataSet Fee	\$250/5,000 records

- 6) Use for Additional Purpose Requires Additional Approval and Fee
- The prices and discounts set forth in this Part pertain to all applications for use. A purchaser having once paid the appropriate fee for one use must re-apply for use for any other purpose and make payment as shown in this Part for the additional use.

- 7) Revisions in Pricing
- The Council will, from time to time, examine and may modify the prices set forth in this Part. All data products for the discharge time periods 1987 through 1991 shall be priced according to the original guidelines covering the period. All products for subsequent quarters shall be priced according to this Part.

- 8) Payment Terms

Payment by check or money order is required at the time the order or application is filed with the Council. The Council shall refund payments to applicants to which the Council votes not to release the data which were applied for.

- 9) Council Not Required to Perform Studies

While these Rules allow for applicants to request specific file formats and report layouts, the Council shall not accept applications to provide such unless it deems that it is in the best interest of the Council to do so, and that the requestor cannot reasonably be expected to derive the same result through purchase of an existing Data Product or Customized Report or DataSet.

- A) When the Council does determine that it will perform a non-standard study for a requestor, the requestor shall pay the Council's estimated direct costs with a surcharge of 35% for indirect costs in advance of the performance of the study.

- B) The Council may, at its discretion, apply discounts to the charges assessed requestors of this sort of service consistent with those set forth in subsection (g)(3) above.

- 10) Licensing Standards and Procedures

Pursuant to subsection (g)(1)(E) above, the Council may grant licenses to entities wishing to re-release data acquired from the Council or information derived therefrom. Such licenses are to be given for specified products and units of product. Licenses shall also be specific as to the purpose for which the data will

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be used by the licensee and those third parties to whom the licensee anticipates re-releasing information. Licenses for controlled release products shall be specific as to the class of third parties to whom the licensee may release the information. Having been granted permission for one product, unit of product, purpose or class of customer/third party, a licensee will need to re-apply and make additional payment for additional products, units of product, purposes and classes of customers.

- A) Fee Basis

Licenses shall be granted for a base fee to be paid by the licensee regardless of the number of third parties to whom the licensee intends to release the information, as well as per-customer fee for each customer. At the time of application for license, the prospective licensee shall state who the prospective customers are and pay the base fee and per-customer fees known at the time of application. Subsequently, the licensee shall pay the per-customer fee to the Council in advance of releasing information to the customer for each customer to whom the licensee releases information.

- B) Public and Controlled-Release Licenses

Licenses of Public Release Products may make the release to third parties contingent only upon making payment to the Council and good standing with the Council in performance of stipulated responsibilities in the license agreement. Licensees of Controlled Release Products must also have advance Council permission for release to each individual customer, unless otherwise agreed to by the Council in the license agreement.

- C) Base and Per-Customer Fees by Product

Subject to discounts as set forth in subsections (g)(3) and (g)(4) above, licensee shall pay all or part of the Class I fees set forth in this Part. Per Customer Fees will be \$1,000 per Category I customer, with discounts as set forth in subsections (g)(3) and (g)(4) above based upon the for-profit status of the individual customer.

- 11) Revisions in License Fees

The Council will, from time to time, examine and may modify the fees set forth in this Part.

- A) On the effective date of this rulemaking, all licenses for the discharge time periods of 1987 through 1991 shall have the prices as set forth in this Part.

- B) The Council shall make fee changes for subsequent calendar years coincident with availability of data for the first quarter of the newest calendar year.

- C) Fees set for the newest calendar year shall not apply to licenses already in force for prior discharge years.

- h) Basis of Charge for Other Services and Products of the Council

- 1) Inpatient Discharge Data Quarterly Reports

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These reports are to be made available on an annual (four quarter) subscription basis for \$50. Requests for all or part of quarterly reports which are made on an ad hoc as opposed to subscription basis shall be filled at a charge of \$12.50 per quarter.

2) Seminars, Colloquia, and Other Meetings

In order to offset the costs of presenting informational programs to the public and to Council constituencies, the Council may charge a fee to participants covering the reasonable costs of presentation materials and equipment, guest presenters expenses, travel expenses of Council Staff, and meeting facilities. At the request of participants, the Council may also negotiate group rates for accommodations and amenities at such meetings and pass the cost and overhead along to participants in the fee charged for attendance.

3) Other Services and Products

To the extent that the General Assembly appropriates to the Council from the Special Studies ~~Trust~~ Revolving Fund moneys sufficient to perform other services and provide other products not conflicting with the intent of the Health Finance Reform Act and Administrative Rules, the Council may provide such products and services for a fee. The fees to be assessed shall be reasonable in view of the value of services performed, shall be collected by methods and procedures approved by the Executive Director, and shall cover the full cost of providing the goods and services.

(Source: Amended, 18 Ill. Reg. _____, effective
MAR 21 1994)

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Section 2510.APPENDIX B UB-82 Magnetic Media Record Format

HEADER RECORD

Data Element	Data Element Description	Position From	Position To	Length	Picture Format
1	Hospital ID Number (Medicaid Provider Number)	1	12	12	A
2	Hospital Name	13	52	40	A
3	Hospital Street Address	53	92	40	A
4	Hospital City	93	112	20	A
5	Hospital Zip Code	113	117	5	N
6	Contact Person	118	157	40	A
7	Telephone Number	158	167	10	N (XXX) XXX-XXXX
8	Period Covered First Day	168	173	6	N MMDDYY
9	Last Day	174	179	6	N MMDDYY
10	Filler	180	767	588	A

LOGICAL RECORD FORMAT

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture Format
1	Patient Date of Birth	12	1	8	8	N MMDDCCYY
2	Patient Sex	13	9	9	1	A
3a	Patient Zip Code	11	10	14	5	N
	(part)					Unknown = 00000 Foreign = 99999
3b	Filler	N/A	15	18	4	A Blank Fill
4a	Individual Payer					Left justify,

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Data Element	Data Element Description	UB-82 Item	Position From	Length To	Picture	Format
4b	Individual Payer ID Number	57A	19	27	9	A space fill right
		57B	28	36	9	A Left justify, space fill right
4c	Individual Payer ID Number	57C	37	45	9	A Left justify, space fill right
5	Date of Admission	15	46	51	6	N MMDDYY
6	Source of Admission	18	52	52	1	N
7	Type of Admission	17	53	53	1	N
8a	Discharge Date (type of bill)	4	54	56	3	N
8b	Discharge Date	22	57	62	6	N MMDDYY
9a	Principal Diagnosis	77	63	67	5	A Left justify, space fill right; do not include decimal
9b	Other Diagnosis	78	68	72	5	A Left justify, space fill right; do not include decimal
9c	Other Diagnosis	79	73	77	5	A Left justify, space fill right; do not include decimal
9d	Other Diagnosis	80	78	82	5	A Left justify, space fill right; do not include decimal
9e	Other Diagnosis	81	83	87	5	A Left justify,

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Length To	Picture	Format
10a	Coding Method Used	82	88	88	1	N space fill right; do not include decimal
10b	Principal Procedure	84a	89	93	5	A ICD-9-CM = 99V99 CPT-4 = 99999
10c	Principal Procedure Date	84b	94	97	4	N MMDD ICD-9-CM = 99V99 CPT-4 = 99999
11	Patient Status	21	98	99	2	N MMDD
12a	Other Procedure	85a	100	104	5	N ICD-9-CM = 99V99 CPT-4 = 99999
12b	Other Procedure Date	85b	105	108	4	N MMDD
12c	Other Procedure	86a	109	113	5	N ICD-9-CM = 99V99 CPT-4 = 99999
12d	Other Procedure Date	86b	114	117	4	N MMDD
13a	Revenue Code	51a	118	120	3	A Left justify
13a	Units of Service	52a	121	123	3	N Right justify, zero fill left
13a	Charges	53a	124	132	9	N S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13b	Revenue Code	51b	133	135	3	A Left justify

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture	Format
13b	Units of Service	52b	136	138	3	N	Right justify, zero fill left
13b	Charges	53b	139	147	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13c	Revenue Code	51c	148	150	3	A	Left justify
13c	Units of Service	52c	151	153	3	N	Right justify, zero fill left
13c	Charges	53c	154	162	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13d	Revenue Code	51d	163	165	3	A	Left justify
13d	Units of Service	52d	166	168	3	N	Right justify, zero fill left
13d	Charges	53d	169	177	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13e	Revenue Code	51e	178	180	3	A	Left justify
13e	Units of Service	52e	181	183	3	N	Right justify,

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture	Format
13e	Charges	53e	184	192	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position zero fill left
13f	Revenue Code	51f	193	195	3	A	Left justify
13f	Units of Service	52f	196	198	3	N	Right justify, zero fill left
13f	Charges	53f	199	207	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13g	Revenue Code	51g	208	210	3	A	Left justify
13g	Units of Service	52g	211	213	3	N	Right justify, zero fill left
13g	Charges	53g	214	222	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13h	Revenue Code	51h	223	225	3	A	Left justify
13h	Units of Service	52h	226	228	3	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	UB-82 Item	Position From	Position To	Length	Picture	Format
13h	Charges	53h	229	237	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13i	Revenue Code	51i	238	240	3	A
						Left justify
13j	Units of Service	52i	241	243	3	N
						Right justify, zero fill left
13j	Charges	53i	244	252	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13j	Revenue Code	51j	253	255	3	A
						Left justify
13j	Units of Service	52j	256	258	3	N
						Right justify, zero fill left
13j	Charges	53j	259	267	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13k	Revenue Code	51k	268	270	3	A
						Left justify
13k	Units of Service	52k	271	273	3	N
						Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	UB-82 Item	Position From	Position To	Length	Picture	Format
13k	Charges	53k	274	282	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13l	Revenue Code	51l	283	285	3	A
						Left justify
13l	Units of Service	52l	286	288	3	N
						Right justify, zero fill left
13l	Charges	53l	289	297	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13m	Revenue Code	51m	298	300	3	A
						Left justify
13m	Units of Service	52m	301	303	3	N
						Right justify, zero fill left
13m	Charges	53m	304	312	9	N
						S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13n	Revenue Code	51n	313	315	3	A
						Left justify
13n	Units of Service	52n	316	318	3	N
						Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture Format	
13n	Charges	53n	319	327	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13o	Revenue Code	51o	328	330	3	A	Left justify
13o	Units of Service	52o	331	333	3	N	Right justify, zero fill left
13o	Charges	53o	334	342	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13p	Revenue Code	51p	343	345	3	A	Left justify
13p	Units of Service	52p	346	348	3	N	Right justify, zero fill left
13p	Charges	53p	349	357	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13q	Revenue Code	51q	358	360	3	A	Left justify
13q	Units of Service	52q	361	363	3	N	Right justify, zero fill left
13q	Charges	53q	364	372	9	N	S9(7)V99-

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture Format	
13r	Revenue Code	51r	373	375	3	A	Left justify
13r	Units of Service	52r	376	378	3	N	Right justify, zero fill left
13r	Charges	53r	379	387	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13s	Revenue Code	51s	388	390	3	A	Left justify
13s	Units of Service	52s	391	393	3	N	Right justify, zero fill left
13s	Charges	53s	394	402	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13t	Revenue Code	51t	403	405	3	A	Left justify
13t	Units of Service	52t	406	408	3	N	Right justify, zero fill left
13t	Charges	53t	409	417	9	N	S9(7)V99-

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NOTICE OF ADOPTED AMENDMENT(S)

Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture	Format
13u	Revenue Code	51u	418 420	3	A	Left justify	May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
13u	Units of Service	52u	421 423	3	N	Right justify, zero fill left	
13u	Charges	53u	424 432	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position	

13v	Revenue Code	51v	433 435	3	A	Left justify	
13v	Units of Service	52v	436 438	3	N	Right justify, zero fill left	
13v	Charges	53v	439 447	9	N	S9(7)V99- May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position	
13w	Revenue Code	51w	448 450	3	A	Left justify	
13w	Units of Service	52w	451 453	3	N	Right justify, zero fill left	
13w	Charges	53w	454 462	9	N	S9(7)V99-	

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

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Data Element	Data Element Description	UB-82 Item	Position From	Position To	Length	Picture	Format
14	Attending Physician ID Number	92	463 472	10	A		May be negative (credit) Right justify zero fill left; if credit amount multi punch (11) over units position
15	Hospital ID Number	8	473 484	12	A		
16	Patient Control Number	3	485 501	17	A		
17a	Insured's Group Number	70a	502 518	17	A		
17b	Insured's Group Number	70b	519 535	17	A		
17c	Insured's Group Number	70c	536 552	17	A		
18	Other Physician ID	93	553 562	10	A		
19	Remarks	94	573 767	195	A		

If there are more than twenty-three (23) entries in the charge fields on a patient's bill, file two (2) or more records for the patient's bill, as necessary, and code data elements 1, 2, 5, 8b, 11, 15 and 16 on all records.

TRAILER RECORD

Data Element	Data Element Description	Position From	Position To	Length	Picture	Format
1	Hospital ID Number (Medicaid Provider Number)	1	12	12	A	
2	Number of Records (Logical Records contained in the file excluding the Header					

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and Trailer Records) 13 17 5 N
18 767 750 A Blank
Filler

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 21 1994)

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

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Section 2510. APPENDIX C UB-82 Uniform Bill Data Fields

Data Element Required Field(s) Requirements

1. Patient date of birth 12 As stated in UB-82 For Illinois manual.
2. Patient sex 13 As stated in UB-82 For Illinois manual.
3. Patient zip code 11 Only the zip code portion of this field is required. Code as stated in UB-82 For Illinois manual.
4. Third-party Coverage 57 Illinois Department of Insurance numbers are required for commercial insurers. The Blue Cross codes listed in the UB-82 manual are required for Blue Cross plans. Self-administered plans will be assigned a number upon request as provided in subsection (g) of Section 2510.40 and hospitals are required to use such numbers where applicable in field 57.

If any hospital has less than one-half of one percent (0.05%) of its discharges for a particular payor identification number in the prior quarter, it may report these discharges to the Council as "other". However, if the payor ID number presented by a patient is presented on an individual identification card shown by the patient at the time of admission the discharge information must be reported to the Council for that patient using the identification number.

5. Date of admission 15 As stated in UB-82 For Illinois manual.
6. Source of admission 18 As stated in UB-82 For Illinois manual.

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7. Type of admission 17 As stated in UB-82 For Illinois manual.
8. Discharge date 4,22 As stated in UB-82 For Illinois manual.
9. Principal and up to four other diagnoses 77-81 As stated in UB-82 For Illinois manual.
10. Principal procedure and date 82,84 As stated in UB-82 For Illinois manual.
11. Patient status 21 As stated in UB-82 For Illinois manual.
12. Other procedures and dates 85,86 As stated in UB-82 For Illinois manual.
13. Total charges and components of those charges 51-53 The number of units is required where applicable. Code as stated in UB-82 For Illinois manual.
14. Attending physician ID number 92 Physician's state license number is the required ID number. If the attending physician does not have a valid license number, enter the Chief of Service's ID.
15. Hospital ID number 8 The Medicaid number is the required hospital ID number. Hospitals not participating in Medicaid will be assigned a number as provided in subsection (f) of Section 2510.40.
16. Patient control number 3 As stated in UB-82 For Illinois Manual. This field may not contain the patient's social security number.
17. Insured's group number 70 Required where applicable. As stated in UB-82 For Illinois Manual.
18. Other physician ID 93 If applicable and if known the physician's state license number is the required ID number. If the other physician does not have a valid license number, enter the Chief of Service's ID.

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(Source: Amended at 18 Ill. Reg. _____, effective
MAR 21 1994)

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Section 2510 APPENDIX D UB-92 Magnetic Media Record Format Hospital
 transmittal-for-UB-92-Discharge-Data-(Repeated)

HEADER RECORD

DATA ELEMENT	DATA ELEMENT DESCRIPTION	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
1	Hospital ID Number (Medicaid Provider Number)	1	12	12	A	
2	Hospital Name	13	52	40	A	
3	Hospital Street Address	53	92	40	A	
4	Hospital City	93	112	20	A	
5	Hospital Zip Code	113	117	5	A	
6	Contact Person	118	157	40	A	
7	Telephone Number	158	167	10	A	(XXXXXXX-XXXX)
8	Period Covered First Day	168	173	6	N	MMDDYY
9	Last Day	174	179	6	N	MMDDYY
10	Filler	180	800	621	A	Blank Fill

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NOTICE OF ADOPTED AMENDMENT(S)

LOGICAL RECORD

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-92 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
1	Patient Date of Birth	14	1	8	8	N	MMDDCCYY
2	Patient Sex	15	9	9	1	A	
3a	Patient Zip Code	13	10	14	5	N	Unknown-00000 Foreign-99999
3b	ZIP PLUS 4	13	15	18	4	A	Blank Fill IF NO NUMBER
4a	1st Individual Payer ID Number	50a	19	27	9	A	Left justify, space fill right
4b	2nd Individual Payer ID Number	50b	28	36	9	A	Left justify, space fill right
4c	3rd Individual Payer ID Number	50c	37	45	9	A	Left justify, space fill right
5	Date of Admission	17	46	51	6	N	MMDDYY
6	Source of Admission	20	52	52	1	N	
7	Type of Admission	19	53	53	1	N	
8a	Type of Bill	4	54	56	3	N	
8b	Discharge Date	6	57	62	6	N	
9a	Principal Diagnosis	67	63	68	6	A	MMDDYY Left justify, space fill right no decimal
9b	1st Other Diagnosis	68	69	74	6	A	Left justify, space fill right no decimal
9c	2nd Other Diagnosis	69	75	80	6	A	Left justify, space fill right no decimal
9d	3rd Other Diagnosis	70	81	86	6	A	Left justify, space fill right no decimal

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

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DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
9e	4th Other Diagnosis	71	87	92	6	A	Left justify, space fill right no decimal
9f	5th Other Diagnosis	72	93	98	6	A	Left justify, space fill right no decimal
9g	6th Other Diagnosis	73	99	104	6	A	Left justify, space fill right no decimal
9h	7th Other Diagnosis	74	105	110	6	A	Left justify, space fill right no decimal
9i	8th Other Diagnosis	75	111	116	6	A	Left justify, space fill right no decimal
10a	Procedure Coding Method Used	79	117	117	1	N	.
10b	Principal Procedure	80	118	124	7	A	ICD-9-CM = 99V99b
10c	Principal Procedure Date	80	125	130	6	N	MMDDYY
11	Patient Status	22	131	132	2	N	
12a	1st Other Procedure	81a	133	139	7	A	ICD-9-CM = 99V99b
12b	1st Other Procedure Date	81a	140	145	6	N	MMDDYY
12c	2nd Other Procedure	81b	146	152	7	A	ICD-9-CM = 99V99b
12d	2nd Other Procedure Date	81b	153	158	6	N	MMDDYY
12e	3rd Other Procedure	81c	159	165	7	A	ICD-9-CM = 99V99b
12f	3rd Other Procedure Date	81c	166	171	6	N	MMDDYY
12g	4th Other Procedure	81d	172	178	7	A	ICD-9-CM = 99V99b
12h	4th Other Procedure Date	81d	179	184	6	N	MMDDYY

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
12i	5th Other Procedure	81e	185	191	7	A	ICD-9-CM = 99V99b
12j	5th Other Procedure Date	81e	192	197	6	N	MMDDYY
13a	1st Revenue Code	42a	198	201	4	N	Right justify, zero fill left
13a	Units of Service	46a	202	208	7	N	Right justify, zero fill left
13a	Charges	47a	209	218	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13b	2nd Revenue Code	42b	219	222	4	N	Right justify, zero fill left
13b	Units of Service	46b	223	229	7	N	Right justify, zero fill left
13b	Charges	47b	230	239	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13c	3rd Revenue Code	42c	240	243	4	N	Right justify, zero fill left
13c	Units of Service	46c	244	250	7	N	Right justify, zero fill left
13c	Charges	47c	251	260	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13d	4th Revenue Code	42d	261	264	4	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	TO	LENGTH	PICTURE	FORMAT
13d	Units of Service	46d	265	271	Z	N	Right justify, zero fill left
13d	Charges	47d	272	281	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13e	5th Revenue Code	42e	282	285	4	N	Right justify, zero fill left
13e	Units of Service	46e	286	292	Z	N	Right justify, zero fill left
13e	Charges	47e	293	302	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13f	6th Revenue Code	42f	303	306	4	N	Right justify, zero fill left
13f	Units of Service	46f	307	313	Z	N	Right justify, zero fill left
13f	Charges	47f	314	323	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13g	7th Revenue Code	42g	324	327	4	N	Right justify, zero fill left
13g	Units of Service	46g	328	334	Z	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	TO	LENGTH	PICTURE	FORMAT
13g	Charges	47g	335	344	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13h	8th Revenue Code	42h	345	348	4	N	Right justify, zero fill left
13h	Units of Service	46h	349	355	Z	N	Right justify
13h	Charges	47h	356	365	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13i	9th Revenue Code	42i	366	369	4	N	Right justify, zero fill left
13i	Units of Service	46i	370	376	Z	N	Right justify, zero fill left
13i	Charges	47i	377	386	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13j	10th Revenue Code	42j	387	390	4	N	Right justify, zero fill left
13j	Units of Service	46j	391	397	Z	N	Right justify, zero fill left
13j	Charges	47j	398	407	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

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DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
13k	11th Revenue Code	42k	408	411	4	N	Right justify, zero fill left
13k	Units of Service	46k	412	418	7	N	Right justify, zero fill left
13k	Charges	47k	419	428	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13l	12th Revenue Code	42l	429	432	4	N	Right justify, zero fill left
13i	Units of Service	46i	433	439	7	N	Right justify, zero fill left
13i	Charges	47i	440	449	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13m	13th Revenue Code	42m	450	453	4	N	Right justify, zero fill left
13m	Units of Service	46m	454	460	7	N	Right justify, zero fill left
13m	Charges	47m	461	470	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13n	14th Revenue Code	42n	471	474	4	N	Right justify, zero fill left
13n	Units of Service	46n	475	481	7	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
13n	Charges	47n	482	491	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13o	15th Revenue Code	42o	492	495	4	N	Right justify, zero fill left
13o	Units of Service	46o	496	502	7	N	Right justify, zero fill left
13o	Charges	47o	503	512	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13p	16th Revenue Code	42p	513	516	4	N	Right justify, zero fill left
13p	Units of Service	46p	517	523	7	N	Right justify, zero fill left
13p	Charges	47p	524	533	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
13q	17th Revenue Code	42q	534	537	4	N	Right justify, zero fill left
13q	Units of Service	46q	538	544	7	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	TO	LENGTH	PICTURE	FORMAT
13q	Charges	47q	545	554	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13r	18th Revenue Code	42r	555	558	4	N	Right justify, zero fill left
13r	Units of Service	46r	559	565	7	N	Right justify, zero fill left
13r	Charges	47r	566	575	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13s	19th Revenue Code	42s	576	579	4	N	Right justify, zero fill left
13s	Units of Service	46s	580	586	7	N	Right justify, zero fill left
13s	Charges	47s	587	596	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13t	20th Revenue Code	42t	597	600	4	N	Right justify, zero fill left
13t	Units of Service	46t	601	607	7	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	TO	LENGTH	PICTURE	FORMAT
13t	Charges	47t	608	617	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13u	21st Revenue Code	42u	618	621	4	N	Right justify, zero fill left
13u	Units of Service	46u	622	628	7	N	Right justify, zero fill left
13u	Charges	47u	629	638	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13v	22nd Revenue Code	42v	639	642	4	N	Right justify, zero fill left
13v	Units of Service	46v	643	649	7	N	Right justify, zero fill left
13v	Charges	47v	650	659	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left; when including sign, use zoned decimal representation
13w	23rd Revenue Code	42w	660	663	4	N	Right justify, zero fill left
13w	Units of Service	46w	664	670	7	N	Right justify, zero fill left

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

DATA ELEMENT	DATA ELEMENT DESCRIPTION	UB-82 ITEM	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
13w	Charges	47w	671	680	10	N	S9(8)99-May be negative (credit) Right justify, zero fill left, when including sign, use zoned decimal representation
14	Attending Physician ID Number	82	681	690	10	A	
15	Hospital ID Number	5	691	702	12	A	
16	Patient ID Number	3	703	722	20	A	
17a	1st Insur Grp Number	62a	723	739	17	A	
17b	2nd Insur Grp Number	62b	740	756	17	A	
17c	3rd Insur Grp Number	62c	757	773	17	A	
18a	Other Physician ID Number	83a	774	783	10	A	
18b	Other Physician ID Number	83b	784	793	10	A	
	Filler		794	800	7	A	Blank Filler

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

TRAILER RECORD FIELD DESCRIPTION

DATA ELEMENT	DATA ELEMENT DESCRIPTION	POSITION FROM	POSITION TO	LENGTH	PICTURE	FORMAT
1	Hospital ID Number (Medicaid Provider Number)	1	12	12	A	
2	Number of Records (Logical Records contained in the file excluding the Header and Trailer Records)	13	17	5	N	
3	Filler	18	800	783	A	Blank filler

(Source: Former Section Repealed at 17 Ill. Reg. 9700, effective June 10, 1993; Added at 18 Ill. Reg. _____, effective MAR 21 1994)

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Section 2510. APPENDIX E UB-92 Uniform Bill Data Fields

DATA ELEMENT	Required Field(s) Requirements
1. Patient date of birth	As stated in UB-92 For Illinois manual.
2. Patient Sex	As stated in UB-92 For Illinois manual.
3. Patient zip code	As stated in UB-92 For Illinois manual.
4. Third-party	Illinois Department of Insurance numbers are required for commercial insurers. The Blue Cross codes listed in the UB-92 manual are required for Blue Cross plans. Self-administered plans will be assigned a number upon request as provided in subsection (g) of Section 2510.50 and hospitals are required to use such numbers where applicable in field 50.
5. Date of admission	As stated in UB-92 For Illinois manual.
6. Source of admission	As stated in UB-92 For Illinois manual.
7. Type of admission	As stated in UB-92 For Illinois manual.
8. Type of bill	As stated in UB-92 For Illinois manual.
9. Discharge Date	As stated in UB-92 for Illinois manual.
10. Principal and up to eight other diagnoses	As stated in UB-92 For Illinois manual.
11. Principal procedure and date	As stated in UB-92 For Illinois manual.
12. Patient status	As stated in UB-92 For Illinois manual.
13. Other procedures and dates	As stated in UB-92 For Illinois manual.
14. Total charges and components of those charges	The number of units is required where applicable. Code as stated in UB-92 For Illinois manual. Physician's state license number is the required ID number. If the
15. Attending physician ID number	

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16. Hospital ID number	5	The Medicaid number is the required hospital ID number. Hospitals not participating in Medicaid will be assigned a number as provided in subsection (f) of Section 2510.50.
17. Patient Control	3	As stated in UB-92 For Illinois manual. This field may not contain the patient's social security number.
18. Insured's group	62a-c	Required where applicable. As stated in UB-92 For Illinois manual.
19. Other physician ID	83a-b	If applicable and if known the physician's state license number is the required ID number. If the other physician does not have a valid license number, enter the Chief of Service's ID. UPIN's are allowed only on Medicare and Medicaid claims.

(Source: Added MAR 2 1994 at 18 Ill. Reg. _____, effective _____)

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

1) Heading of Part: Hospital Price Information2) Code Citation: 77 Ill. Adm. Code 25303) Section Numbers: Adopted Action:

2530. Appendix B Amendment

4) Statutory Authority: Section 2-3 of Article II of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, pars. 6502-3)(20 ILCS 2215/23)5) Effective Date of Amendments: MAR 21 19946) Does this rulemaking contain an automatic repeal date? No.7) Does this amendment contain incorporations by reference? No.8) Date Filed in the Agency's Principal Office: October 25, 19939) Notice(s) of Proposal Published in Illinois Register: November 5, 199310) Has JCAR issued a Statement of Objections to this(these) rules? No.11) Difference(s) between proposal and final version: None.12) Have all changes agreed to upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? N/A13) Will this rule replace an emergency rule currently in effect? Yes.14) Are there any other proposed amendments pending on this part? No.

The full text of the Adopted Amendment(s) begins on the next page.

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

TITLE 77: PUBLIC HEALTH
CHAPTER XI: ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

PART 2530

HOSPITAL PRICE INFORMATION

Section	Price Information
2530.10	Posting Price Information
2530.20	Size and Place of Posting
2530.30	Reporting Information
2530.40	Current Established Charges For Services
APPENDIX A	Report of Current Charges for Outpatient Services and
APPENDIX B	Procedures

AUTHORITY: Implementing Section 4-4 of Article IV and authorized by Section 2-3 of Article II of the Illinois Health Finance Reform Act (Ill. Rev. Stat. 1991, ch. 111 1/2, pars. 6504-4, 6502-3) [20 ILCS 2215/4-4].

SOURCE: Adopted at 9 Ill. Reg. 12764, effective August 5, 1985; amended at 12 Ill. Reg. 20089, effective November 21, 1988; amended at 15 Ill. Reg. 1821, effective January 29, 1991; emergency amendment at 17 Ill. Reg. 14172, effective August 10, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. _____, effective MAR 21 1994.

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

NOTICE OF ADOPTED AMENDMENT(S)

Section 2530.APPENDIX B Report of Current Charges for Outpatient Services and Procedures

SERVICES TO BE REPORTED

PRICE

Mammography

\$

CAT Scan (computerized axial tomography of head)

\$

Upper GI Series

\$

HIV Antibody - ELISA

\$

HIV Antibody - Western Blot

\$

PROCEDURES TO BE REPORTED

MEAN PRICE

D & C (Non-Obstetrical)

\$

Arthroscopy - knee

\$

Cystoscopy

\$

Tonsillectomy w/o adenoidectomy

\$

Tonsillectomy w/adenoidectomy

\$

Capsular extraction of lens
(cataract removal)

\$

Bone Marrow

\$

Excision of Bunion and Bunionette

\$

OUT-PATIENT SERVICES AND PROCEDURES TO BE REPORTED

REPORT SERVICES

Services: State the most common price for the following services as listed on the hospital charge master, as of December 31, 19__.

1. Mammography:

State the most common price for a mammography test (bilateral view)

2. Computerized axial tomography of head.

State the most common price for a CAT scan of the head:

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NOTICE OF ADOPTED AMENDMENT(S)

3. Upper GI Series

State the most common price for an Upper GI Series.

4. HIV (HTLV-III) Antibody Detection Immunoassay (ELISA):

State the most common price for a HIV (HTLV-III) Antibody Detection Immunoassay (ELISA) Test.

5. HIV (Western Blot) Confirmatory:

State the most common price for a HIV (Wester Blot) Confirmatory Test.

REPORT PROCEDURES

Calculate and state the mean charge for each of the following eight (8) out-patient procedures performed as listed below by a specific ICD-9-CM or CPT-4 code. The charges to be calculated are to represent the charges billed on the hospital UB-82 UB-92 form for out-patient procedures performed December 1-31 of the calendar year. The following definition shall be used in calculating each coded procedures mean charge:

Total Aggregate Charge Per Code Procedure = Mean Average

Total number of such coded procedures performed

Procedures to be reported. ICD-9-CM means procedures as described in the International Classification of Diseases, 13th Revision, Clinical Modification, Annotated Edition Eighth Printing, October, 1990 published by the United States National Center for Health Statistics and does not include any later amendments or editions. CPT-4 means procedures as described in Physicians' Current Procedural Terminology Fourth Edition CPT-1990, November, 1989 published by the American Medical Association and does not include any later amendments or editions.

1. ICD-9-CM 69.09 or CPT-4 58120 D & C (Non-obstetrical)
2. ICD-9-CM 80.26 with or without 80.36 - CPT-4 29870 Arthroscopy - Knee
3. ICD-9-CM 57.32-57.33 Biopsy or CPT-4 52000-52007 Cystoscopy
4. ICD-9-CM 28.2 or CPT-4 42826 Tonsillectomy without Adenoidectomy
5. ICD-9-CM 28.3 or CPT-4 42821 Tonsillectomy with Adenoidectomy
6. ICD-9-CM 13.11-13.59 or CPT-4 66830-66984 Capsular Extraction of Lens (Cataract removal)
7. ICD-9-CM 41.31 or CPT-4 85095 or 85102 Bone Marrow (Biopsy/Aspiration)

ILLINOIS HEALTH CARE COST CONTAINMENT COUNCIL

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8. ICD-9-CM 77.51-77.59 or CPT-4 28290-28299 and 28110 Excision of Bunion and Bunionette

(Source: Amended at 18 Ill. Reg. _____, effective
MAR 21 1994)

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NOTICE OF EMERGENCY AMENDMENTS

- 1) **Heading of Part:** Community Care Program
- 2) **Code Citation:** 89 Ill. Adm. Code 240
- 3) **Section Number:** **Emergency Action:**
240.430 Amendment
- 4) **Statutory Authority:** 20 ILCS 105/4.01 (4), (9), (11) and (12); 105/4.02; 105/4.03; and 105/5.02
- 5) **Effective Date of Amendment:** March 22, 1994
- 6) **If this emergency rule amendment is to expire before the end of the 150-day period, please specify the date on which it is to expire.** N/A
- 7) **Date Filed in Agency's Principle Office:** March 22, 1994
- 8) **Reason for Emergency:**
This emergency rulefilling is in response to the Whiteside v. Lindley, 92-CH-140, Consent Decree entered on March 9, 1994, in the Twentieth Judicial Circuit, in St. Clair County, Illinois.
In order to fulfill the agreement reached between the plaintiffs and the Department, the Department has amended the appeal process to provide that an appeal will automatically proceed to hearing after the informal review.
- 9) **A Complete Description of the Subjects and Issues Involved:**
This emergency rulefilling is in response to the Whiteside v. Lindley, 92-CH-140, Consent Decree entered on March 9, 1994, in the Twentieth Judicial Circuit, in St. Clair County, Illinois. Plaintiffs challenged the Department's appeal process alleging that certain appeal policies and procedures violated a client's due process rights under the fourteenth amendment and State and Federal regulations when their Community Care Program services were either reduced or terminated.

In order to fulfill the agreement reached between the

DEPARTMENT ON AGING

NOTICE OF EMERGENCY AMENDMENTS

plaintiffs and the Department, the Department has amended the appeal process to provide that an appeal will automatically proceed to hearing after the informal review.

- 10) **Are there any proposed amendments to this Part pending?** No
- 11) **Statement of Statewide Policy Objectives:** N/A
- 12) **Information and questions regarding this rule amendment shall be directed to:**

Ms. Pamela W. Balmer, Assistant
Office of General Counsel
421 East Capitol Avenue #100
Springfield, Illinois 62701-1789
(217) 782-4842

The full text of the Emergency Amendment begins on the next page:

DEPARTMENT ON AGING

NOTICE OF EMERGENCY AMENDMENTS

TITLE 89: SOCIAL SERVICES
CHAPTER II: DEPARTMENT ON AGING

PART 240
COMMUNITY CARE PROGRAM

SUBPART A: GENERAL PROGRAM PROVISIONS

Section	Community Care Program
240.100	Department Prerogative
240.110	Services Provided
240.120	Maintenance of Effort
240.130	Program Limitations
240.140	Completed Applications Prior to August 1, 1982 (Repealed)
240.150	Definitions
240.160	

SUBPART B: SERVICE DEFINITIONS

Section	Homemaker Service
240.210	Chore-Housekeeping Service (Repealed)
240.220	Adult Day Care Service
240.230	Information and Referral
240.240	Demonstration/Research Projects
240.250	Case Management Service
240.260	Alternative Provider
240.270	Individual Provider
240.280	

SUBPART C: RIGHTS AND RESPONSIBILITIES

Section	Applicant/Client Rights and Responsibilities
240.300	Right to Apply
240.310	Nondiscrimination
240.320	Freedom of Choice
240.330	Confidentiality/Safeguarding of Case Information
240.340	Applicant/Client/Authorized Representative Cooperation
240.350	Reporting Changes
240.360	Voluntary Repayment
240.370	

SUBPART D: APPEALS

Section	Appeals and Fair Hearings
240.400	Representation
240.405	

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NOTICE OF EMERGENCY AMENDMENTS

240.410 When the Appeal May Be Filed
 240.415 What May Be Appealed
 240.420 Group Appeals
 240.425 Informal Review
 240.430 Informal Review Findings
 EMERGENCY
 240.435 Withdrawing an Appeal
 240.440 Examining Department Records
 240.445 Hearing Officer
 240.450 The Hearing
 240.451 Conduct of Hearings
 240.455 Continuance of the Hearing
 240.460 Postponement
 240.465 Dismissal Due to Non-Appealance
 240.470 Rescheduling the Appeal Hearing
 240.475 Recommendations of Hearing Officer
 240.480 The Appeal Decision
 240.485 Reviewing the Official Report of the Hearing

SUBPART E: APPLICATION

Section
 240.510 Application for Community Care Program
 240.520 Who May Make Application
 240.530 Date of Application
 240.540 Statement to be Included on Application

SUBPART F: ELIGIBILITY

Section
 240.600 Eligibility Requirements
 240.610 Establishing Eligibility
 240.620 Home Visit
 240.630 Determination of Eligibility
 240.640 Eligibility Decision
 240.650 Continuous Eligibility
 240.655 Frequency of Redeterminations
 240.660 Extension of Time Limit

SUBPART G: NON-FINANCIAL REQUIREMENTS

Section
 240.710 Age.
 240.715 Determination of Need
 240.720 Clients Prior to Effective Date of This Section (Repealed)

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240.725 Clients After Effective Date of This Section (Repealed)
 240.726 Emergency Budget Act Reduction (Repealed)
 240.727 Minimum Score Requirements
 240.728 Maximum Payment Levels for Service
 240.729 Maximum Payment Levels for Adult Day Care Service
 240.730 Plan of Care
 240.735 Supplemental Information
 240.740 Assessment of Need
 240.750 Citizenship
 240.755 Residence
 240.760 Furnishing of Social Security Number

SUBPART H: FINANCIAL REQUIREMENTS

Section
 240.800 Financial Factors
 240.810 Assets
 240.815 Exempt Assets
 240.820 Asset Transfers
 240.825 Income
 240.830 Unearned Income Exemptions
 240.835 Earned Income
 240.840 Potential Retirement, Disability and Other Benefits
 240.845 Family
 240.850 Monthly Average Income
 240.855 Applicant/Client Expense for Care
 240.860 Change in Income
 240.865 Application For Medical Assistance (Medicaid)
 240.870 Determination of Applicant/Client Monthly Expense for Care
 240.875 Client Responsibility

SUBPART I: DISPOSITION OF DETERMINATION

Section
 240.905 Prohibition of Institutionalized Individuals From Receiving Community Care Program Services
 240.910 Written Notification
 240.915 Service Provision
 240.920 Reasons for Denial
 240.925 Frequency of Redeterminations (Renumbered)
 240.930 Suspension of Services
 240.935 Discontinuance of Services to Clients
 240.940 Penalty Payments
 240.945 Notification
 240.950 Reasons for Termination

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240..955 Reasons for Reduction or Change

SUBPART J: SPECIAL SERVICES

Section

240.1010 Nursing Home Prescreening
 240.1020 Interim Services
 240.1040 Intense Service Provision
 240.1050 Temporary Service Increase

SUBPART K: TRANSFERS

Section

240.1110 Individual Transfer Request - Vendor to Vendor - No Change in Service
 240.1120 Individual Transfer Request - Vendor to Vendor - With Change in Service
 240.1130 Individual Transfers - Case Coordination Unit to Case Coordination Unit
 240.1140 Transfer of Pending Applications
 240.1150 Interagency Transfers
 240.1160 Temporary Transfers - Case Coordination Unit to Case Coordination Unit
 240.1170 Caseload Transfer - Vendor to Vendor
 240.1180 Caseload Transfer - Case Coordination Unit to Case Coordination Unit

SUBPART L: ADMINISTRATIVE SERVICE CONTRACT

Section

240.1210 Administrative Service Contract

SUBPART M: CASE COORDINATION UNITS AND VENDORS

Section

240.1310 Standard Contractual Requirements for Case Coordination Units and Vendors
 240.1320 Vendor or Case Coordination Unit Fraud/Illegal or Criminal Acts
 240.1330 General Vendor and CCU Responsibilities (Repealed)
 240.1396 Payment for Services (Repealed)
 240.1397 Purchases and Contracts (Repealed)
 240.1398 Safeguarding Case Information (Repealed)
 240.1399 Suspension/Termination of a Vendor or Case Coordination Unit (CCU)

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SUBPART N: CASE COORDINATION UNITS

Section

240.1400 Community Care Program Case Management
 240.1410 Case Coordination Unit Administrative Minimum Standards
 240.1420 Case Coordination Unit Responsibilities
 240.1430 Case Management Staff Positions, Qualifications and Responsibilities
 240.1440 Training Requirements For Case Management Supervisors and Case Managers

SUBPART O: PROVIDERS

Section

240.1510 Provider Administrative Minimum Standards
 240.1520 Provider Responsibilities
 240.1530 General Homemaker Staffing Requirements
 240.1535 Homemaker Staff Positions, Qualifications and Responsibilities
 240.1540 General Chore-Housekeeping Staffing Requirements (Repealed)
 240.1545 Chore-Housekeeping Staff Positions, Qualifications and Responsibilities (Repealed)
 240.1550 Standard Requirements for Adult Day Care Providers
 240.1555 General Adult Day Care Staffing Requirements
 240.1560 Adult Day Care Staff Qualifications
 240.1565 Adult Day Care Satellite Sites
 240.1570 Service Availability Expansion
 240.1575 Adult Day Care Site Relocation
 240.1580 Standards for Alternative Providers
 240.1590 Standard Requirements for Individual Provider Services

SUBPART P: PROVIDER PROCUREMENT

Section

240.1600 Provider Contract
 240.1605 Procuring Provider Services
 240.1610 Procurement Cycle for Provider Services
 240.1620 Issuance of Provider Proposal and Guidelines
 240.1625 Content of Provider Proposal and Guidelines
 240.1630 Criteria for Number of Provider Contracts Awarded
 240.1635 Evaluation of Provider Proposals
 240.1640 Determination and Notification of Provider Awards
 240.1645 Objection to Procurement Action Determination
 240.1650 Classification of Provider Service Violations

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NOTICE OF EMERGENCY AMENDMENTS

240.1655 Method of Identification of Provider Service Violations
 240.1660 Compliance Reviews of Contracted Provider Agencies
 240.1661 Provider Right to Appeal
 240.1665 Contract Actions for Failure to Comply with Community Care Program Requirements

SUBPART Q: CASE COORDINATION UNIT PROCUREMENT

240.1710 Procurement Cycle For Case Management Services
 240.1720 Case Coordination Unit Compliance Review

SUBPART R: ADVISORY COMMITTEE

Section
 240.1800 Community Care Program (CCP) Advisory Committee
 240.1850 Technical Rate Review Advisory Committee (Repealed)

SUBPART S: RATES

Section
 240.1910 Establishment of Fixed Unit Rates
 240.1920 Contract Specific Variations
 240.1930 Fixed Unit Rate of Reimbursement for Homemaker Service
 240.1940 Fixed Unit Rates of Reimbursement for Adult Day Care Service and Transportation
 240.1950 Adult Day Care Fixed Unit Reimbursement Rates
 240.1960 Case Management Fixed Unit Reimbursement Rates

SUBPART T: FINANCIAL REPORTING

Section
 240.2020 Financial Reporting of Homemaker Service
 240.2030 Unallowable Costs for Homemaker Service
 240.2040 Minimum Direct Service Worker Costs for Homemaker Service
 240.2050 Cost Categories for Homemaker Service

AUTHORITY: Implementing Section 4.02 and authorized by Section 4.01(1) of the Illinois Act on the Aging [20 ILCS 105/4.01 (1) and 4.02].

SOURCE: Emergency rules adopted at 4 Ill. Reg. 1, p. 67, effective December 20, 1979, for a maximum of 150 days; adopted at 4 Ill. Reg. 17, p. 151, effective April 25, 1980; amended at 4 Ill. Reg. 43, p. 86, effective October 15, 1980; emergency amendments at 5 Ill. Reg. 1900, effective February 18, 1981, for a maximum of 150 days; amended at 5 Ill. Reg. 12090, effective October 26, 1981;

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NOTICE OF EMERGENCY AMENDMENTS

emergency amendments at 6 Ill. Reg. 8455, effective July 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 14953, effective December 1, 1982; amended at 7 Ill. Reg. 8697, effective July 20, 1983; modified at 8 Ill. Reg. 2633; amended at 9 Ill. Reg. 1739, effective January 29, 1985; amended at 9 Ill. Reg. 10208, effective July 1, 1985; emergency amendments at 9 Ill. Reg. 14011, effective August 29, 1985, for a maximum of 150 days; amended at 10 Ill. Reg. 5076, effective March 15, 1986; recodified at 12 Ill. Reg. 7980; amended at 13 Ill. Reg. 11193, effective July 1, 1989; emergency amendments at 13 Ill. Reg. 13638, effective August 18, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 17327, effective November 1, 1989; amended at 14 Ill. Reg. 1233, effective January 12, 1990; amended at 14 Ill. Reg. 10732, effective July 1, 1990; emergency amendments at 15 Ill. Reg. 2838 effective, February 1, 1991 for a maximum of 150 days; amended at 15 Ill. Reg. 10351, effective July 1, 1991; emergency amendments at 15 Ill. Reg. 14593, effective October 1, 1991, for a maximum of 150 days; emergency amendments at 15 Ill. Reg. 17398, effective November 15, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 18568, effective December 13, 1991; emergency amendments suspended at 16 Ill. Reg. 1744; emergency amendments at 16 Ill. Reg. 2630 effective February 1, 1992, for a maximum of 150 days; emergency amendments modified and reinstated at 16 Ill. Reg. 2943; emergency amendments at 16 Ill. Reg. 2901, effective February 6, 1992, to expire June 30, 1992; emergency amendments at 16 Ill. Reg. 4069, effective February 28, 1992, to expire June 30, 1992; amended at 16 Ill. Reg. 11403, effective June 30, 1992; emergency amendments at 16 Ill. Reg. 11625, effective July 1, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 11731, effective June 30, 1992; emergency rule added at 16 Ill. Reg. 12615, effective July 23, 1992, for a maximum of 150 days; modified at 16 Ill. Reg. 16680; amended at 16 Ill. Reg. 14565, effective September 8, 1992; amended at 16 Ill. Reg. 18767, effective November 27, 1992; amended at 17 Ill. Reg. 224, effective December 29, 1992; amended at 17 Ill. Reg. 6090, effective April 7, 1993; amended at 18 Ill. Reg. 609, effective February 1, 1994; emergency amendment at 18 Ill. Reg. _____, effective March 22, 1994, for a maximum of 150 days.

Note: Bold face type denotes statutory language.

SUBPART D: APPEALS

Section 240.430 Informal Review Findings
 EMERGENCY

NOTICE OF EMERGENCY AMENDMENTS

a) Within 60 calendar days from the date of receipt of the Notice of Appeal to Department on Aging form, the Department shall conduct an informal review and issue an Appeal Findings Notice which may be delayed pending an extension of time caused by the appellant.

b) The Appeal Findings Notice shall clearly state the facts determined and decision of the Department based upon the informal review. Copies shall be sent to all parties to the appeal.

1) If the appeal is upheld, based upon the Department decision resulting from the informal review, the appeal file shall be closed.

2) If the appeal is denied, based upon the Department decision resulting from the informal review, the appeal shall automatically proceed to hearing unless the appellant/appellant's authorized representative withdraws the hearing request in writing. appellant/authorized representative shall be advised of his/her right to request a formal hearing.

~~A) The appellant/authorized representative must advise the Department of the intent to request a formal hearing, either by telephone or in writing, to be followed by submission to the Department of a completed and signed Request for Hearing form.~~

~~B) The Department must receive the Request for Formal Hearing form on or before 15 calendar days from the date the Appeal Findings Notice is issued.~~

~~C) If the Department does not receive the required form within the time frame specified above, the request for a formal hearing shall be denied and the appeal file shall be closed.~~

c) Effective April 1, 1992, Case Coordination Units are to provide a copy of any notice of adverse action to an applicant's/client's authorized representative, if the client has earned 10 points on the Mini-Mental State

Examination (MMSE). If the authorized representative is a family member residing with the client, the single notice to the client will suffice.

(Source: Emergency amendment at 18 Ill. Reg. _____, effective March 22, 1994, for a maximum of 150 days)

JOINT COMMITTEE ON ADMINISTRATIVE RULES

NOTICE OF EMERGENCY RULE(S)

1) Heading of the Part: Distribution of Database Information

2) Code Citation: 1 Ill Adm Code 255

3) Section Numbers: Emergency Action:

255.10 New Section
255.20 New Section

4) Statutory Authority: 5 ILCS 100/5-80 and 135 and Public Act 88-535, effective 1/26/94

5) Effective Date of Rule: 3/22/94

6) If this Emergency Rule is to expire before the end of the 150-day period, please specify the date on which it is to expire: 150 days

7) Date Filed in Agency's Principal Office: 3/22/94

8) Reason for Emergency: This rulemaking, which establishes a fee and procedures for the release of electronically stored materials of the Illinois Register and Illinois Administrative Code, is necessary to avoid damage to the public interest. PA 88-535/HB 2082, effective 1/26/94, requires that, effective immediately, LIS, upon consultation with JCAR and the Secretary of State, make the database of the Illinois Register and the Illinois Administrative Code available in an electronically stored medium to those who request it and that a reasonable fee be established for providing the information. JCAR is currently receiving requests for release of electronically stored materials from the database and, by law, JCAR must release the database material. The release of the electronically stored copies of the database absent an established fee and procedures designed to protect the interests of both the State and the purchasers would not serve the public interest.

9) Complete Description of the Subjects and Issues Involved:

This rulemaking, implementing PA 88-535/HB 2082, establishes fees and procedures for the release of the electronically stored database of the Illinois Register and the Illinois Administrative Code in an electronically stored medium. The established fee is \$300 per megabyte or part of a megabyte, without proration.

10) Are there any Proposed Amendments pending to this Part? No

11) Statement of Statewide Policy Objectives: These emergency amendments do not affect units of local government.

12) Information and questions regarding this Emergency Rule shall be directed to:

JOINT COMMITTEE ON ADMINISTRATIVE RULES

NOTICE OF EMERGENCY RULE(S)

Name: Vicki Thomas

Address: Executive Director

Joint Committee on Administrative Rules

700 Stratton Bldg.

Springfield IL 62704

Telephone: (217) 785-2254

The full text of the Emergency Rule begins on the next page:

JOINT COMMITTEE ON ADMINISTRATIVE RULES

NOTICE OF EMERGENCY RULES

TITLE I: RULES AND RULEMAKING
CHAPTER II: JOINT COMMITTEE ON ADMINISTRATIVE RULESPART 255
DISTRIBUTION OF DATABASE INFORMATION

Section
255.10 Purpose
EMERGENCY
255.20 Procedures and Fees for Requesting Electronically Stored Database
EMERGENCY

AUTHORITY: Implementing Section 5-80 and authorized by Section 5-135 of the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1991, ch. 127, pars. 1005-80 and 1005-135) [5 ILCS 100/5-80 and 135] (see P.A. 88-535, effective January 26, 1994).

SOURCE: Emergency rules adopted at 18 Ill. Reg. _____, effective MAR 22 1994, for a maximum of 150 days.

Section 255.10 Purpose
EMERGENCY

In accordance with PA 88-535, the purpose of this Part is to insure that the electronically stored database of the Illinois Register and the Illinois Administrative Code (database) is made available in an electronically stored medium to those who request it.

Section 255.20 Procedures and Fees for Requesting Electronically Stored Database
EMERGENCY

- a) The Illinois Administrative Code, in its entirety and by individual Titles, shall be made available to the public, for a reasonable fee as established in subsection (e) below, in an electronically stored medium. Updates of the Illinois Administrative Code shall also be made available from time to time for a reasonable fee as described in subsection (e) below.
- b) All requests for electronically stored database materials shall be submitted in writing to the Executive Director of the Joint Committee on Administrative Rules (JCAR), at 700 Stratton Bldg., Springfield IL 62706 and shall contain the name, address and telephone number of the requester. Persons wanting further information can contact JCAR at 217/785-2254.
- c) The Director shall determine the following, depending upon the technical capabilities of the LIS system, the availability of JCAR and LIS staff resources and the availability of LIS computer time:
 - 1) the extent of the database materials to be released;
 - 2) the timing of the release (i.e., the materials being transferred

JOINT COMMITTEE ON ADMINISTRATIVE RULES

NOTICE OF EMERGENCY RULES

- 3) are current as of a specified date); and
- d) the electronic format and storage medium of the release.
- e) All persons, corporations, associations or entities that request electronically stored materials from the database shall sign a Database Distribution Agreement.
- f) The fee for electronically stored materials from the database shall be \$300 per megabyte or part of a megabyte, without proration.
- g) Payment by check or money order is required in advance of transfer of the database materials. Revenues will be deposited in the General Assembly Computer Equipment Revolving Fund. Payment is not refundable.
- h) The Director shall determine the frequency of the availability of database updates.
- i) The requester shall supply postage paid mailing supplies or access to an express mailing account for mail delivery of database materials. The requester shall supply the medium, designated by the Director, for the electronic transfer. If technical capabilities of LIS and the requester allow, the Director may provide for direct transfer of database material without the use of an intermediary medium.
- j) JCAR shall require any person who obtains electronically stored database materials from JCAR and publishes or otherwise distributes the contents to deliver to JCAR without charge, immediately upon publication, at least one copy of the publication in the same form in which it is published, whether in print, electronic, or other medium.
- k) If the requester intends to distribute the electronically stored database information to a third party, and edits or otherwise changes the text of the database or determines that changes in the database are necessary, the requester shall notify JCAR in writing of each change.

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS

1) Heading of the Part:

Licensing Standards for Day Care Homes

Licensing Standards for Group Day Care Homes

2) Code Citation:

89 Ill. Adm. Code 406

89 Ill. Adm. Code 408

3) Register Citation to Notice of Proposed Amendments:

18 Ill. Reg. 2683 (February 25, 1994)

18 Ill. Reg. 2700 (February 25, 1994)

4) Date, Time and Location of Public Hearing:

The Department has scheduled six public hearings on these proposed amendments. The times, dates, and locations for those public hearings were included in the notice of proposed rulemaking published in the February 25, 1994 Illinois Register. At the request of a member of the Joint Committee on Administrative Rules on behalf of interested persons in her district, an additional hearing has been scheduled as follows:

April 21, 1994
North Island Center
8 East Galena Blvd.
Aurora, Illinois
(708) 844-3033

April 21, 1994
North Island Center
8 East Galena Blvd.
Aurora, Illinois
(708) 844-3033

The hearing will begin at 7:00 p.m. and will adjourn no later than 9:00 p.m. unless persons are still waiting to testify. We will gladly accept written testimony at the public hearings. Persons who need translation or interpretation services to enable their commentary should request assistance by contacting the Office of Rules and Procedures.

The hearing will begin at 7:00 p.m. and will adjourn no later than 9:00 p.m. unless persons are still waiting to testify. We will gladly accept written testimony at the public hearings. Persons who need translation or interpretation services to enable their commentary should request assistance by contacting the Office of Rules and Procedures.

In addition, written public comments will be accepted through April 25, 1994, and may be directed to:

In addition, written public comments will be accepted through April 25, 1994, and may be directed to:

Jacqueline Nottingham, Chief
Office of Rules and Procedures
Department of Children and Family Services
406 E. Monroe Street, Station # 222
Springfield, Illinois 62701-1498

Jacqueline Nottingham, Chief
Office of Rules and Procedures
Department of Children and Family Services
406 E. Monroe Street, Station # 222
Springfield, Illinois 62701-1498

Phone: (217) 524-1983
TTY: (217) 524-3715

Phone: (217) 524-1983
TTY: (217) 524-3715

JOINT COMMITTEE ON ADMINISTRATIVE RULES
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of March 15, 1994 through March 21, 1994, and have been scheduled for review by the Committee at its April 19, 1994 meeting. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rule should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Office Bldg., Springfield IL 62706.

<u>Second Notice Expires</u>	<u>Agency and Rule</u>	<u>Start of First Notice</u>	<u>JCAR Meeting</u>
4/29/94	<u>Illinois Community College Board,</u> Administration of the Illinois Public Community College Act (23 Ill Adm Code 1501)	1/21/94 18 Ill Reg 569	4/19/94
4/29/94	<u>Department of Conservation,</u> Register of Land and Water Reserves (17 Ill Adm Code 4010)	1/21/94 18 Ill Reg 578	4/19/94
4/30/94	<u>Department of Transportation,</u> Construction in Floodways of Rivers, Lakes and Streams (92 Ill Adm Code 700)	1/21/94 18 Ill Reg 607	4/19/94
5/4/94	<u>Illinois Racing Board, Board Meetings</u> (11 Ill Adm Code 206)	1/7/94 18 Ill Reg 112	4/19/94
5/4/94	<u>Illinois Racing Board, Charitable</u> Funds (11 Ill Adm Code 208)	1/7/94 18 Ill Reg 115	4/19/94
5/4/94	<u>Illinois Racing Board, Repeal of</u> Executive Secretary (11 Ill Adm Code 207)	1/7/94 18 Ill Reg 124	4/19/94
5/4/94	<u>Illinois Racing Board, Hearings and</u> Enforcement Proceedings (11 Ill Adm Code 204)	1/7/94 18 Ill Reg 126	4/19/94

JOINT COMMITTEE ON ADMINISTRATIVE RULES
ILLINOIS GENERAL ASSEMBLYSECOND NOTICES RECEIVED
(Page 2)

<u>Second Notice Expires</u>	<u>Agency and Rule</u>	<u>Start of First Notice</u>	<u>JCAR Meeting</u>
5/4/94	<u>Illinois Housing Development</u> <u>Authority, Affordable Housing Bond</u> Program (47 Ill Adm Code 365)	1/28/94 18 Ill Reg 956	4/19/94
5/4/94	<u>Secretary of State, Issuance of</u> Licenses (92 Ill Adm Code 1030)	1/28/94 18 Ill Reg 993	4/19/94
5/5/94	<u>Department of Insurance, Workers'</u> Compensation Self Insurance (50 Ill Adm Code 2901)	12/10/93 17 Ill Reg 21145	4/19/94

PROCLAMATION

94-081

TIBETAN DAY

Whereas, in 1992 and 1993, 100 Tibetans immigrated to Chicago, and

Whereas, hundreds of Chicago-area residents have assisted the Tibetans in finding jobs and housing, serving as volunteer sponsors and English language tutors; and

Whereas, all 100 of the Tibetans who have immigrated have been successful in becoming gainfully employed in Chicagoland; and

Whereas, the President signed an Executive Order granting China Most Favored Nation trading status on June 3, 1993 stipulating that China respect the cultural identity and human rights of the Tibetan people, and His Holiness the Dalai Lama visited Chicago in September 1993; and

Whereas, since the signing of the Executive Order, the number of Tibetan prisoners of conscience has increased by more than 70 per cent and human rights conditions in Tibet have worsened; and

Whereas, the United States Congress recognized Tibet as an occupied country in the State Department Authorization Act passed into law on October 28, 1991;

Therefore, I, Jim Edgar, Governor of the State of Illinois proclaim March 10, 1994 as TIBETAN DAY in Illinois in honor of the Tibetan Resettlement Project-Chicago and its efforts to help promote human rights for Tibetans and help the Tibetan community preserve their culture.

Issued by the Governor March 9, 1994.

Filed with the Secretary of State March 18, 1994.

94-082

VIOLENCE PREVENTION MONTH

Whereas, violence of all kinds affects every community, large or small, across our state; and

Whereas, violence is increasingly affecting our country's children; and

Whereas, violence of all kinds takes a devastating toll on the lives of individuals, families, and communities; and

Whereas, communities throughout Illinois have ongoing successful violence prevention efforts; and

Whereas, these programs are the first step in stopping violence; and

Whereas, the Illinois Council for the Prevention of Violence and Help Me Grow, Brenda Edgar's Campaign for Children, are joining together to encourage communities, schools, and families

to continue to focus their efforts on ending violence;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim March as VIOLENCE PREVENTION MONTH in Illinois and urge all citizens to take part in efforts to stop violence in their communities.

Issued by the Governor March 11, 1994.

Filed with the Secretary of State March 18, 1994.

94-083

BICYCLE HELMET AND SAFETY AWARENESS WEEK

Whereas, each year nearly 400 children's lives are lost in bicycle-related accidents; and

Whereas, 80 percent of bicycle deaths involve head injuries; and

Whereas, according to medical studies 85 percent of head injury-related deaths could have been prevented by wearing a helmet; and

Whereas, the use of bicycle helmets helps eliminate the high cost of a serious head injury; and

Whereas, bicycle safety education and awareness is an important part of protecting our children;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim March 20-26, 1994, as BICYCLE HELMET AND SAFETY AWARENESS WEEK in Illinois.

Issued by the Governor March 14, 1994.

Filed with the Secretary of State March 18, 1994.

94-084

FREE PAPER WEEK

Whereas, free-circulation community papers provide comprehensive buying information to consumers in the communities they serve; and

Whereas, free-circulation community papers contribute to the growth and success of their local and state economy; and

Whereas, Association of Free Community Papers members' papers blanket the country each week with more than 10 million in door-to-door circulation;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim March 20-26, 1994, as FREE PAPER WEEK in Illinois.

Issued by the Governor March 16, 1994.

Filed with the Secretary of State March 18, 1994.

94-085

VA WEST SIDE MEDICAL CENTER WOMEN'S HISTORY MONTH

Whereas, women have played an integral role at VA West Side Medical Center (VAWSMC) in Chicago since its opening in 1953; and
 Whereas, women at VAWSMC have continually demonstrated a commitment to excellence and have made invaluable contributions within every administrative and clinical service; and
 Whereas, women at VAWSMC have always displayed a special devotion towards helping those men and women who have served our country in times of war and peace; and
 Whereas, the Federal Women's program at VAWSMC is to be commended for initiating the awareness and observance of VA West Side Medical Center Women's History Month;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim March 1994 as VA WEST SIDE MEDICAL CENTER WOMEN'S HISTORY MONTH in Illinois.

Issued by the Governor March 16, 1994.
 Filed with the Secretary of State March 18, 1994.

94-086

CAMP FIRE BOYS AND GIRLS DAY

Whereas, the Metropolitan Chicago Council of Camp Fire Boys and Girls provides programs for more than 6,000 Chicago area young people; and
 Whereas, a Camp Fire birthday celebration will be held March 23, 1994 at Walter Payton's America's Bar in honor of the organization's 84th birthday; and
 Whereas, Camp Fire Boys and Girls take a special interest in communities with the greatest need and fewest resources; and
 Whereas, Camp Fire Boys and Girls are given the opportunity to acquire personal and leadership skills, learn healthy new lifestyles, make decisions, and become active in their communities; and
 Whereas, Camp Fire helps young people make their dreams realities by "lighting the fire within" and expanding their skills and horizons;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim March 23, 1994, as CAMP FIRE BOYS AND GIRLS DAY in Illinois.

Issued by the Governor March 17, 1994.
 Filed with the Secretary of State March 18, 1994.

94-087

CHICAGO LATINO FILM FESTIVAL DAYS

Whereas, the 10th annual Chicago Latino Film Festival will be held April 22-May 5; and
 Whereas, the festival is a 14-day celebration of Latino

culture in Chicago, featuring the best in cinema from South and Latin America, the United States, and Spain; and
 Whereas, the festival celebrates 100 years of filmmaking and will showcase the most significant films in the history of Latino filmmaking; and
 Whereas, more than 80 films, an array of comedies, dramas, documentaries, animations, musicals, and experimental programs, will be screened in the original language (Spanish, Portuguese, and several native languages) with English subtitles during the festival; and
 Whereas, quality Latino films can help increase cultural appreciation and contribute to a better understanding of Chicago's more than one million Hispanic residents;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim April 22-May 5, 1994, as CHICAGO LATINO FILM FESTIVAL DAYS in Illinois.

Issued by the Governor March 17, 1994.
 Filed with the Secretary of State March 18, 1994.

94-088

STUDENT COUNCIL WEEK

Whereas, 1994 marks the 60th anniversary of the Illinois Association of Student Councils (IASC), a successful group of student representatives; and
 Whereas, IASC was formed in 1934 to promote student councils within Illinois high schools through workshops, conventions, newsletters, etc.; and
 Whereas, throughout the year, IASC holds workshops and conventions focusing on ideas such as leadership, group interaction, parliamentary procedure, and student-faculty communication; and
 Whereas, this year's convention will be held May 5-7 at the Bismarck Hotel in Chicago;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim May 2-7, 1994, as STUDENT COUNCIL WEEK in Illinois.

Issued by the Governor March 17, 1994.
 Filed with the Secretary of State March 18, 1994.

94-089

U.S. SAVINGS BOND CAMPAIGN MONTH

Whereas, the United States Savings Bonds Program has been making significant contributions to the well-being of Americans for more than 50 years by helping to build savings for the future; and
 Whereas, the program has helped the economy of this state by

giving our citizens an extra reserve of buying power; and
Whereas, the people of this state have shown through their purchases of savings bonds that they believe in the purposes of the program;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim April 1994 as U.S. SAVINGS BOND CAMPAIGN MONTH in Illinois, and I urge all citizens to help themselves, their state, and their nation by purchasing United States Savings Bonds.

Issued by the Governor March 17, 1994.

Filed with the Secretary of State March 18, 1994.

ACTION CODES	
A - Adopted Rule	P - Proposed Rule
AR - Adopted Repealer	PF - Prohibited Filing Order by JCAR (Joint Committee on Rules)
C - Notice of Corrections	PP - Peremptory or Court Ordered Rules
CC - Codification Changes	PR - Proposed Repealer
E - Emergency Rule	R - Refusal to meet JCAR Objectives
ER - Emergency Repealer	RC - Statement of Recommendation
M - Modification to meet JCAR objections	S - Suspension ordered by JCAR
O - JCAR Statement of Objections	W - Withdrawal to meet JCAR Objections
RQ - Request for Correction	
EC - Expedited Corrections	

ALL RULES ARE LISTED BY PART NUMBER AND HEADING ONLY. (FOR ACTION ON SPECIFIC SECTIONS, PLEASE REFER TO THE SECTIONS AFFECTED INDEX.) IF THERE ARE ANY QUESTIONS, PLEASE CONTACT THE ADMINISTRATIVE CODE DIVISION AT (217) 782-7017.

AGING, DEPARTMENT ON

- 89 Ill. Adm. Code 240 Community Care Program (P-14225/93; A-609) (E-5355)(P-5027)
- 89 Ill. Adm. Code 260 Long-Term Care Insurance Partnership Demonstration Program (P-3802)

AGRICULTURE, DEPARTMENT OF

- 8 Ill. Adm. Code 110 Animal Diagnostic Act (P-14717; A-1825)
- 8 Ill. Adm. Code 75 Bovine Brucellosis (P-14728/93; A-1833)
- 8 Ill. Adm. Code 257 Cooperative Groundwater Protection Program (P-14288/93; A-205)
- 8 Ill. Adm. Code 20 Definitions (P-14793; A-1844)
- 8 Ill. Adm. Code 85 Diseased Animals (P-14747/93; A-1850)
- 8 Ill. Adm. Code 116 Equine Infectious Anemia Control (P-14761/93; A-1861)
- 68 Ill. Adm. Code 590 Feeder Swine Dealer Licensing (P-14765/93; A-1865)
- 8 Ill. Adm. Code 270 Illinois State Fair and DuQuoin State Fair, Non-Fair Space Rental and the General Operation of the State Fairgrounds (P-3164)
- 8 Ill. Adm. Code 40 Livestock Auction Markets (P-14769/93; A-1869)
- 68 Ill. Adm. Code 610 Livestock Dealer Licensing (P-14775/93; A-1875)
- 8 Ill. Adm. Code 125 Meat and Poultry Inspection Act (PP-304) (PP-2164) (P-3809; A-4622)
- 8 Ill. Adm. Code 105 Swine Disease Control & Eradication Act (P-14781/93; A-1880)
- 8 Ill. Adm. Code 600 Weights and Measures Act (E-4426)

ALCOHOLISM AND SUBSTANCE ABUSE, DEPARTMENT OF

- 77 Ill. Adm. Code 2090 Subacute Alcoholism and Substance Abuse Treatment Services (P-5029)

ATTORNEY GENERAL

- 14 Ill. Adm. Code 200 Franchise Disclosure Act (PP-2522)

BOARD OF HIGHER EDUCATION

- 23 Ill. Adm. Code 1020 Health Services Education Grant (P-17639/93; A-4174)
- 23 Ill. Adm. Code 110 Program Accounting Manual (P-18283/93; A-5178)

CENTRAL MANAGEMENT SERVICES, DEPARTMENT OF

- 44 Ill. Adm. Code 5000 Acquisition, Management & Disposal of Real Property (P-15217/93; A-1886) (P-5057)
- 80 Ill. Adm. Code 302 Merit & Fitness (P-14788/93; A-1892)
- 80 Ill. Adm. Code 310 Pay Plan (P-13657/93; P-14314; A-227; A-1107) (P-21233/93; A-5146)
- 80 Ill. Adm. Code 2650 Solicitation for Charitable Payroll Deductions (A-3115)

CHILDREN AND FAMILY SERVICES, DEPARTMENT OF

- 89 Ill. Adm. Code 428 Department Advisory Council, Ill. Juvenile Commission & Other Statewide & Regional Committees (P-561)
- 89 Ill. Adm. Code 406 Licensing Standards for Day Care Homes (P-2683)
- 89 Ill. Adm. Code 408 Licensing Standards for Group Day Care Homes (P-2700)

CIVIL SERVICE SYSTEM, STATE UNIVERSITIES	
80 Ill. Adm. Code 250	State Universities Civil Service System (P-18453/93;A-1901)
CONMERCE COMMISSION, ILLINOIS	
92 Ill. Adm. Code 1376	Accounting & Financial Record Requirements (P-8630/93;A-1914)
93 Ill. Adm. Code 792	Impoundment (P-1988/93;A-1919)
83 Ill. Adm. Code 590	Minimum Safety Standards for Transportation of Gas Pipeline Facilities (P-2720)
83 Ill. Adm. Code 315	Pole Attachment Rates, Terms & Conditions Applicable to Cable Television Companies, Electric Utilities & Telecommunications Carriers (P-207/93;A-676;M-795)
83 Ill. Adm. Code 280	Procedures for Gas, Electric, Water & Sanitary Sewer Utilities Governing Eligibility for Service, Deposits, Payment Practices & Discontinuance of Service (P-918)
83 Ill. Adm. Code 735	Procedures Governing the Establishment of Credit, Billing, Deposits, Termination of Service & Issuance of Telephone Directories for Telephone Utilities in the State of Illinois (P-927) (P-12483;A-4146)
92 Ill. Adm. Code 1236	Reinstatement of Revoked Operating Authority (P-8635/93;A-1924)
83 Ill. Adm. Code 285	Standard Information Requirements for Electric, Gas, Water & Sewer Utilities & Telecommunications Carriers in Filing for an Increase in Rates (P-2723)
83 Ill. Adm. Code 425	Uniform Electric Fuel Adjustment (P-4483)
92 Ill. Adm. Code 1375	Uniform System of Accounts for Electric Utilities (P-937) (P-4490)
83 Ill. Adm. Code 415	Uniform System of Accounts for Gas Utilities (P-946)
83 Ill. Adm. Code 505	Uniform System of Accounts for Gas Utilities (P-946)
COMMERCE AND COMMUNITY AFFAIRS, DEPARTMENT OF	
47 Ill. Adm. Code 160	Emergency Shelter Grant Program (P-15747/93;A-5163)
14 Ill. Adm. Code 520	Enterprise Zone Program (P-9791/93;A-5172)
56 Ill. Adm. Code 2600	Service Delivery System & State Responsibilities (P-805)
14 Ill. Adm. Code 545	Technology Advancement & Development Act Program (P-839)
56 Ill. Adm. Code 2630	Uniform Fiscal & Administrative Standards for the Job Training Partnership Act (P-855)
COMMISSIONER OF BANKS AND TRUST COMPANIES	
38 Ill. Adm. Code 380	Eligible State Bank (P-19347/93;A-4630)
COMMUNITY COLLEGE BOARD, ILLINOIS	
23 Ill. Adm. Code 1501	Administration of the Ill. Public Community College (P-569) (P-6686/93;A-4635)
COMPTROLLER, OFFICE OF THE	
74 Ill. Adm. Code 275	Transfers Between Accounts Within a Fund Held by State Treasurer (P-1664) (E-2119)
CONSERVATION, DEPARTMENT OF	
17 Ill. Adm. Code 130	Camping on Department of Conservation Properties (P-18721/93;A-1126)
17 Ill. Adm. Code 530	Cock Pheasant, Hungarian Partridge, Bobwhite Quail, Rabbit and Crow Hunting (P-4495)
17 Ill. Adm. Code 830	Commercial Fishing and Musseling in Certain Waters of the State (E-4761)
17 Ill. Adm. Code 2520	Consignment of Licenses (P-3821)
17 Ill. Adm. Code 730	Dove Hunting Season (P-3830)
17 Ill. Adm. Code 590	Duck, Goose and Coot Hunting (P-5065)
17 Ill. Adm. Code 910	Field Trails on Department-Owned Managed Sites (P-3846)
17 Ill. Adm. Code 1010	Ill. List of Endangered & Threatened Fauna (P-16273/93;A-1134)
17 Ill. Adm. Code 1050	Ill. List of Endangered & Threatened Flora (P-16285/93;A-1142)
17 Ill. Adm. Code 570	Muskrat, Mink, Raccoon, Opossum, Striped Skunk, Weasel, Red Fox, Coyote, Beaver and Woodchuck (P-3853)
17 Ill. Adm. Code 1070	Possession of Specimens or Products of Endangered or Threatened Species (P-1)
17 Ill. Adm. Code 550	Raccoon, Opossum, Striped Skunk, Red Fox, Gray Fox, Coyote and Woodchuck (Groundhog/Hunting) (P-3868)
17 Ill. Adm. Code 4010	Register of Land & Water Reserves (P-578)
17 Ill. Adm. Code 810	Sport Fishing Regulations for the Waters of Illinois (P-19785/93;A-3277)
17 Ill. Adm. Code 690	Squirrel Hunting (P-3193)
17 Ill. Adm. Code 710	Taking of Wild Turkey-Spring Season, The (P-18927/93;A-1156) (E-3751)
17 Ill. Adm. Code 720	Taking of Wild Turkey-Fall Archery Season, The (P-3884)
17 Ill. Adm. Code 715	Taking of Wild Turkey-Fall Gun Season, The (P-3895)
17 Ill. Adm. Code 740	Woodcock, Snipe, Rail, and Teal Hunting (P-3986)

CORRECTIONS, DEPARTMENT OF	
20 Ill. Adm. Code 420	Assignment of Committed Persons (P-19367/93;A-2929)
20 Ill. Adm. Code 460	Impact Incarceration Program (P-19371/93;A-2933)
20 Ill. Adm. Code 107	Records of Committed Persons (P-19377/93;A-2939)
20 Ill. Adm. Code 405	School District (P-19405/93;A-2970)
CRIMINAL JUSTICE INFORMATION AUTHORITY	
20 Ill. Adm. Code 1570	Fees for Processing Requests for Conviction Information (P-21136/93;A-4679)
20 Ill. Adm. Code 1810	Rules for the Award and Monitoring of Trust Funds (P-20516/93;A-4834)
20 Ill. Adm. Code 1800	Trust Fund Collection Rules (P-20539/93;A-4852)
EDUCATION, STATE BOARD OF	
23 Ill. Adm. Code 210	Learning Assessment & School Improvement Plans (P-10061/93;A-1169)
23 Ill. Adm. Code 1	Public Schools Evaluation, Recognition & Supervision (P-10079/93;A-1171)
23 Ill. Adm. Code 226	Special Education (P-13231/93;A-1930) (A-4685)
23 Ill. Adm. Code 170	Spinnaker System (P-18419/93;A-4699)
23 Ill. Adm. Code 245	Urban Education Partnership Program (P-10131/93;A-237)
EMPLOYMENT SECURITY, DEPARTMENT OF	
56 Ill. Adm. Code 2915	Academic Personnel (P-19415/93;A-4154)
56 Ill. Adm. Code 2865	Claimant's Availability for Work, Ability to Work and Active Search for Work (P-19421/93;A-4160)
56 Ill. Adm. Code 2770	Determination of Unemployment Contributions (P-17628/93;A-250)
56 Ill. Adm. Code 2920	Disqualifying Income and Reduced Benefits (P-19427/93;A-4166)
56 Ill. Adm. Code 2760	Notices, Records, Reports (P-16319/93;A-261) (E-2631)
ENVIRONMENTAL PROTECTION AGENCY	
35 Ill. Adm. Code 372	Illinois Design Standards for Slow Rate Land Application of Treated Wastewater (P-4524)
35 Ill. Adm. Code 184	Licensing of Industrial Hygienists (P-4)
FIRE MARSHALL, OFFICE OF STATE	
41 Ill. Adm. Code 200	Storage, Transportation, Sale and Use of Liquefied Petroleum (P-22)
HEALTH CARE COST CONTAINMENT COUNCIL, ILLINOIS OF	
77 Ill. Adm. Code 2530	Hospital Price Information (P-19007/93;A-5343)
77 Ill. Adm. Code 2510	Data Collection (P-18944/93;A-5300)
HOUSING DEVELOPMENT AUTHORITY, ILLINOIS	
47 Ill. Adm. Code 360	Affordable Housing Program (P-1669) (E-2124)
47 Ill. Adm. Code 365	Affordable Housing Bond Program (P-956;E-1596)
47 Ill. Adm. Code 310	Multifamily Rental Housing Mortgage Loan Program (A-1939)
HUMAN RIGHTS, DEPARTMENT OF	
2 Ill. Adm. Code 926	Access to Information (P-512)
2 Ill. Adm. Code 925	Rulemaking and Organization (P-525)
ILLINOIS LIQUOR CONTROL COMMISSION	
11 Ill. Adm. Code 100	The Illinois Liquor Control Commission (P-20094/93;A-4811)
INSURANCE, DEPARTMENT OF	
50 Ill. Adm. Code 1250	Corrective Orders (P-3985/93;A-2230)
50 Ill. Adm. Code 1103	Life Reinsurance Agreement (P-8411/93;A-685)
50 Ill. Adm. Code 2012	Long-term Care Insurance (P-11279/93;A-2238)
50 Ill. Adm. Code 2018	Long-Term Care Partnership Insurance (P-3919)
50 Ill. Adm. Code 3119	Pre-Licensing and Continuing Education (P-3964)
50 Ill. Adm. Code 6201	Requirements (A-2282)
50 Ill. Adm. Code 2017	Uniform Medical Claim and Billing (P-37)

JOINT COMMITTEE ON ADMINISTRATIVE RULES	
1 III. Adm. Code 255	Distribution of Database Information (P-5359)
1 III. Adm. Code 260	Complaint Reviews (P-13233/93; A-4705)
1 III. Adm. Code 245	Expedited Corrections (P-13248/93; A-4720)
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TYPE OF RULE MAKING		ACTION CODE	
am	= amend to existing Section	A	= Adopted Rule
cc	= codification changes	E	= Emergency
n	= New section	P	= Proposed Rule
r	= repeal of existing Section	PP	= Peremptory
re	= reclassified	M	= Modification
#	= renumbered	W	= Withdrawal
		CC	= Codification Changes
		RQ	= Request for Correction
		PF	= Prohibited Filing
		S	= Suspension
		O	= JCAR Objection
		F	= Failure to Remedy Objections
		RC	= Recommendations
		EC	= Expedited Correction
		C	= Correction

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	220.Ex.K	am	(P-13307/83;A-4758)	250.400	am	(P-13257/83;A-4728)
	230.100	am	(P-13223/83;A-1233)	250.500	am	(P-13257/83;A-4728)
	230.200	am	(P-13223/83;A-1233)	250.600	am	(P-13257/83;A-4728)
	230.300	am	(P-13223/83;A-1233)	250.700	am	(P-13257/83;A-4728)
	230.350	am	(P-13223/83;A-1233)	250.800	am	(P-13257/83;A-4728)
	230.375	am	(P-13223/83;A-1233)	250.900	am	(P-13257/83;A-4728)
	230.400	am	(P-13223/83;A-1233)	250.1000	am	(P-13257/83;A-4728)
	230.500	am	(P-13223/83;A-1233)	250.1200	am	(P-13257/83;A-4728)
	230.600	am	(P-13223/83;A-1233)	250.1300	am	(P-13257/83;A-4728)
	230.700	am	(P-13223/83;A-1233)	250.1400	am	(P-13257/83;A-4728)
	230.800	am	(P-13223/83;A-1233)	250.1500	am	(P-13257/83;A-4728)
	230.900	am	(P-13223/83;A-1233)	250.1600	am	(P-13257/83;A-4728)
	230.1000	am	(P-13223/83;A-1233)	250.1700	am	(P-13257/83;A-4728)
	230.Ex.A	am	(P-13223/83;A-1233)	250.1800	am	(P-13257/83;A-4728)
	230.Ex.B	am	(P-13223/83;A-1233)	250.1900	am	(P-13257/83;A-4728)
	230.Ex.C	am	(P-13223/83;A-1233)	250.2000	am	(P-13257/83;A-4728)
	230.Ex.D	am	(P-13223/83;A-1233)	250.2100	am	(P-13257/83;A-4728)
	230.Ex.E	am	(P-13223/83;A-1233)	250.2200	am	(P-13257/83;A-4728)
	230.Ex.F	am	(P-13223/83;A-1233)	255.10	n	(E-5358)
	240.100	am	(P-13284/83;A-4745)	255.20	n	(E-5359)
	240.200	am	(P-13284/83;A-4745)	280.100	am	(P-13233/83;A-4705)
	240.300	am	(P-13284/83;A-4745)	280.200	am	(P-13233/83;A-4705)
	240.400	am	(P-13284/83;A-4745)	280.300	am	(P-13233/83;A-4705)
	240.500	am	(P-13284/83;A-4745)	280.350	am	(P-13233/83;A-4705)
	240.600	am	(P-13284/83;A-4745)	280.400	am	(P-13233/83;A-4705)
	240.700	am	(P-13284/83;A-4745)	280.450	am	(P-13233/83;A-4705)
	240.800	am	(P-13284/83;A-4745)	280.500	am	(P-13233/83;A-4705)
	240.900	am	(P-13284/83;A-4745)	280.550	am	(P-13233/83;A-4705)
	240.1000	am	(P-13284/83;A-4745)	280.600	am	(P-13233/83;A-4705)
	240.1100	am	(P-13284/83;A-4745)	280.650	am	(P-13233/83;A-4705)
	240.1200	am	(P-13284/83;A-4745)	280.700	am	(P-13233/83;A-4705)
	240.1300	am	(P-13284/83;A-4745)	280.750	am	(P-13233/83;A-4705)
	240.1400	am	(P-13284/83;A-4745)	280.800	am	(P-13233/83;A-4705)
	240.1500	am	(P-13284/83;A-4745)	280.850	am	(P-13233/83;A-4705)
	240.1600	am	(P-13284/83;A-4745)	280.900	am	(P-13233/83;A-4705)
	240.1700	am	(P-13284/83;A-4745)	280.950	am	(P-13233/83;A-4705)
	240.1800	am	(P-13284/83;A-4745)	280.1000	am	(P-13233/83;A-4705)
	240.1900	am	(P-13284/83;A-4745)	280.1100	am	(P-13233/83;A-4705)
	240.2000	am	(P-13284/83;A-4745)	280.1200	am	(P-13233/83;A-4705)
	240.2100	am	(P-13284/83;A-4745)	280.1300	am	(P-13233/83;A-4705)
	240.2200	am	(P-13284/83;A-4745)	280.1400	am	(P-13233/83;A-4705)
	240.2300	am	(P-13284/83;A-4745)	280.1500	am	(P-13233/83;A-4705)
	240.2400	am	(P-13284/83;A-4745)	280.1600	am	(P-13233/83;A-4705)
	240.2500	am	(P-13284/83;A-4745)	280.1700	am	(P-13233/83;A-4705)
	240.2600	am	(P-13284/83;A-4745)	280.1800	am	(P-13233/83;A-4705)
	240.2700	am	(P-13284/83;A-4745)	280.1900	am	(P-13233/83;A-4705)
	240.2800	am	(P-13284/83;A-4745)	280.2000	am	(P-13233/83;A-4705)
	240.2900	am	(P-13284/83;A-4745)	280.2100	am	(P-13233/83;A-4705)
	240.3000	am	(P-13284/83;A-4745)	280.2200	am	(P-13233/83;A-4705)
	240.3100	am	(P-13284/83;A-4745)	280.2300	am	(P-13233/83;A-4705)
	240.3200	am	(P-13284/83;A-4745)	280.2400	am	(P-13233/83;A-4705)
	240.3300	am	(P-13284/83;A-4745)	280.2500	am	(P-13233/83;A-4705)
	240.3400	am	(P-13284/83;A-4745)	280.2600	am	(P-13233/83;A-4705)
	240.3500	am	(P-13284/83;A-4745)	280.2700	am	(P-13233/83;A-4705)
	240.3600	am	(P-13284/83;A-4745)	280.2800	am	(P-13233/83;A-4705)
	240.3700	am	(P-13284/83;A-4745)	280.2900	am	(P-13233/83;A-4705)
	240.3800	am	(P-13284/83;A-4745)	280.3000	am	(P-13233/83;A-4705)
	240.3900	am	(P-13284/83;A-4745)	280.3100	am	(P-13233/83;A-4705)
	240.4000	am	(P-13284/83;A-4745)	280.3200	am	(P-13233/83;A-4705)
	240.4100	am	(P-13284/83;A-4745)	280.3300	am	(P-13233/83;A-4705)
	240.4200	am	(P-13284/83;A-4745)	280.3400	am	(P-13233/83;A-4705)
	240.4300	am	(P-13284/83;A-4745)	280.3500	am	(P-13233/83;A-4705)
	240.4400	am	(P-13284/83;A-4745)	280.3600	am	(P-13233/83;A-4705)
	240.4500	am	(P-13284/83;A-4745)	280.3700	am	(P-13233/83;A-4705)
	240.4600	am	(P-13284/83;A-4745)	280.3800	am	(P-13233/83;A-4705)
	240.4700	am	(P-13284/83;A-4745)	280.3900	am	(P-13233/83;A-4705)
	240.4800	am	(P-13284/83;A-4745)	280.4000	am	(P-13233/83;A-4705)
	240.4900	am	(P-13284/83;A-4745)	280.4100	am	(P-13233/83;A-4705)
	240.5000	am	(P-13284/83;A-4745)	280.4200	am	(P-13233/83;A-4705)
	240.5100	am	(P-13284/83;A-4745)	280.4300	am	(P-13233/83;A-4705)
	240.5200	am	(P-13284/83;A-4745)	280.4400	am	(P-13233/83;A-4705)
	240.5300	am	(P-13284/83;A-4745)	280.4500	am	(P-13233/83;A-4705)
	240.5400	am	(P-13284/83;A-4745)	280.4600	am	(P-13233/83;A-4705)
	240.5500	am	(P-13284/83;A-4745)	280.4700	am	(P-13233/83;A-4705)
	240.5600	am	(P-13284/83;A-4745)	280.4800	am	(P-13233/83;A-4705)
	240.5700	am	(P-13284/83;A-4745)	280.4900	am	(P-13233/83;A-4705)
	240.5800	am	(P-13284/83;A-4745)	280.5000	am	(P-13233/83;A-4705)
	240.5900	am	(P-13284/83;A-4745)	280.5100	am	(P-13233/83;A-4705)
	240.6000	am	(P-13284/83;A-4745)	280.5200	am	(P-13233/83;A-4705)
	240.6100	am	(P-13284/83;A-4745)	280.5300	am	(P-13233/83;A-4705)
	240.6200	am	(P-13284/83;A-4745)	280.5400	am	(P-13233/83;A-4705)
	240.6300	am	(P-13284/83;A-4745)	280.5500	am	(P-13233/83;A-4705)
	240.6400	am	(P-13284/83;A-4745)	280.5600	am	(P-13233/83;A-4705)
	240.6500	am	(P-13284/83;A-4745)	280.5700	am	(P-13233/83;A-4705)
	240.6600	am	(P-13284/83;A-4745)	280.5800	am	(P-13233/83;A-4705)
	240.6700	am	(P-13284/83;A-4745)	280.5900	am	(P-13233/83;A-4705)
	240.6800	am	(P-13284/83;A-4745)	280.6000	am	(P-13233/83;A-4705)
	240.6900	am	(P-13284/83;A-4745)	280.6100	am	(P-13233/83;A-4705)
	240.7000	am	(P-13284/83;A-4745)	280.6200	am	(P-13233/83;A-4705)
	240.7100	am	(P-13284/83;A-4745)	280.6300	am	(P-13233/83;A-4705)
	240.7200	am	(P-13284/83;A-4745)	280.6400	am	(P-13233/83;A-4705)
	240.7300	am	(P-13284/83;A-4745)	280.6500	am	(P-13233/83;A-4705)
	240.7400	am	(P-13284/83;A-4745)	280.6600	am	(P-13233/83;A-4705)
	240.7500	am	(P-13284/83;A-4745)	280.6700	am	(P-13233/83;A-4705)
	240.7600	am	(P-13284/83;A-4745)	280.6800	am	(P-13233/83;A-4705)
	240.7700	am	(P-13284/83;A-4745)	280.6900	am	(P-13233/83;A-4705)
	240.7800	am	(P-13284/83;A-4745)	280.7000	am	(P-13233/83;A-4705)
	240.7900	am	(P-13284/83;A-4745)	280.7100	am	(P-13233/83;A-4705)
	240.8000	am	(P-13284/83;A-4745)	280.7200	am	(P-13233/83;A-4705)
	240.8100	am	(P-13284/83;A-4745)	280.7300	am	(P-13233/83;A-4705)
	240.8200	am	(P-13284/83;A-4745)	280.7400	am	(P-13233/83;A-4705)
	240.8300	am	(P-13284/83;A-4745)	280.7500	am	(P-13233/83;A-4705)
	240.8400	am	(P-13284/83;A-4745)	280.7600	am	(P-13233/83;A-4705)
	240.8500	am	(P-13284/83;A-4745)	280.7700	am	(P-13233/83;A-4705)
	240.8600	am	(P-13284/83;A-4745)	280.7800	am	(P-13233/83;A-4705)
	240.8700	am	(P-13284/83;A-4745)	280.7900	am	(P-13233/83;A-4705)
	240.8800	am	(P-13284/83;A-4745)	280.8000	am	(P-13233/83;A-4705)
	240.8900	am	(P-13284/83;A-4745)	280.8100	am	(P-13233/83;A-4705)
	240.9000	am	(P-13284/83;A-4745)	280.8200	am	(P-13233/83;A-4705)
	240.9100	am	(P-13284/83;A-4745)	280.8300	am	(P-13233/83;A-4705)
	240.9200	am	(P-13284/83;A-4745)	280.8400	am	(P-13233/83;A-4705)
	240.9300	am	(P-13284/83;A-4745)	280.8500	am	(P-13233/83;A-4705)
	240.9400	am	(P-13284/83;A-4745)	280.8600	am	(P-13233/83;A-4705)
	240.9500	am	(P-13284/83;A-4745)	280.8700	am	(P-13233/83;A-4705)
	240.9600	am	(P-13284/83;A-4745)	280.8800	am	(P-13233/83;A-4705)
	240.9700	am	(P-13284/83;A-4745)	280.8900	am	(

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